Fiscal Year 2025 Budget Request

Office of the Secretary of State

JOHN R. ASHCROFT
Secretary of State

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SECRETARY OF STATE'S OFFICE

The major divisions within the Secretary of State's office are: Administrative Rules, Business Services, Elections, Fiscal and Facilities, Human Resources, Information Technology, Records Services, Securities, and State Library.

The Administrative Rules Division publishes proposed rules and emergency rules in the *Missouri Register*. An agency may file an emergency rule if the agency finds an immediate danger to the public health, safety or welfare requiring emergency action or if the emergency rule is necessary to preserve a compelling governmental interest that requires an early effective date. The Division also publishes final rules monthly in the *Code of State Regulations*.

The Business Services Division is comprised of four units: Notaries and Commissions, Corporations, Uniform Commercial Code (UCC) and Safe at Home. The Commissions unit commissions notaries public and certifies notaries for foreign documents, elected officials and the State Registrar of Vital Records. It also authenticates acts of the Governor and maintains bonds and oaths of office for state officials. The Corporations unit is responsible for registration of Missouri and out-of-state businesses doing business in the state, including for profit and nonprofit corporations and specialized businesses. The UCC unit perfects personal property liens and other creditor interests under the UCC. The division also registers trademarks and service marks and keeps a registry of all marks. The division oversees the Safe at Home address confidentiality program, which helps protect survivors of sexual assault, rape, stalking, human trafficking, domestic violence or other crimes by providing a substitute mailing address to use on new records they create with government agencies and the courts.

The Elections Division oversees all statewide elections, for both candidates and issues, which are run at the local level by Missouri's 116 local election authorities (county clerks or election boards). Missouri has more than four million registered voters, and in the 2020 November general election, over 3 million voters went to the polls. Candidates for the six constitutional state offices, U.S. Congress, the General Assembly, and circuit judges not covered by the non-partisan court plan, file for election with the Secretary of State. The Secretary of State also certifies statewide ballot measures that are proposed by the General Assembly or through the referendum or the initiative petition process. It is the responsibility of the office to canvass, certify and publish election results.

The Fiscal and Facilities Division provides fiscal, budget, procurement, facilities management support, and general office services to the Secretary of State's office.

The Human Resources Division provides human resource services and personnel needs to the Secretary of State's office.

The Information Technology Services Division is responsible for developing, maintaining, and monitoring the information systems within the Secretary of State's office to ensure information is functional, accessible, and secured for use by the Secretary of State's office, other state departments, counties and the general public. The division is continually implementing cybersecurity measures to maintain and advance overall information security within the Office.

The Records Services Division has three sections: Missouri State Archives, Local Records and Records Management. It is responsible for managing both current and historical records of the state to ensure those records are accessible to Missouri citizens. It is also responsible for assisting local governments in records preservation and management. The Records Services Division, in conjunction with the Missouri State Library, oversees MissouriDigitalHeritage.com, a statewide program to expand historical information accessible on the Internet.

The Securities Division is responsible for protecting Missouri investors from fraud and for ensuring that firms and individuals that sell securities comply with the securities laws in the state. The division enforces the Missouri Securities Act of 2003. The division is organized into three sections: investor education, enforcement, and registration. The Securities Division also oversees the Missouri Investor Protection Center, which creates and promotes investor education initiatives designed to educate and assist both current and future investors.

The Missouri State Library provides library and reference services to Missouri state government, provides library services to the blind and physically disabled, and promotes the development and improvement of library services for citizens throughout the state. The Library Development section supports libraries through consulting, administration of grant programs, continuing education and statewide programs to improve the quality of library service for all Missouri citizens. The Reference Services section delivers library services, including access to research databases, to meet the needs of state government. Wolfner Talking Book and Braille Library serves as the public library for Missourians unable to use standard print because of a visual or physical disability.

Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Office of the Secretary of State July 1, 2016 to January 9, 2017	Audit	06/2017	https://app.auditor.mo.gov/Repository/Press/2017057321581.pdf

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23140C
Division	All Divisions - See Program Descriptions			
Core	Operating Core		HB Section	12.055

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request						FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total			GR	Federal	Other	Total
PS	9,340,737	658,146	2,537,505	12,536,388		PS	0	0	0	0
EE	1,580,418	152,576	4,061,154	5,794,148		EE	0	0	0	0
PSD	45,001	0	0	45,001		PSD	0	0	0	0
TRF	0	0	0	0		TRF	0	0	0	0
Total	10,966,156	810,722	6,598,659	18,375,537		Total	0	0	0	0
FTE	205.76	12.80	48.74	267.30		FTE	0.00	0.00	0.00	0.00

Est. Fringe	6,571,602	437,534	1,677,754	8,686,891		Est. Fringe	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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Other Funds:

    Technology Trust Fund (0266) - 28.160 RSMo
    Local Records (0577) - 59.319 RSMo
    Investor Education & Protection (0829) - 409.006.601 RSMo
    Wolfner Library Trust Fund (0928) -181.150 RSMo

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2. CORE DESCRIPTION

This core represents all operating expenses for the Secretary of State of the of nine separate divisions:

Administrative Services	*Record Services*	*Business Services*
Executive Services	*Administrative Rules*	*Information*
Elections	*Securites*	*Library Services*

					CORE DECISION ITEM		

Department	Secretary of State			**Budget Unit**	23140C
Division	All Divisions - See Program Descriptions				
Core	Operating Core			**HB Section**	12.055

3. PROGRAM LISTING (list programs included in this core funding)

Administrative Services - Fiscal, Central Services, and Publications

Executive Services - Executive, Legal Staff, Human Resources, and Communications

Record Services - Archives, Records Management, and Local Records

Library Services - Administration, Library Reference, Library Development, and Wolfner

Information Technology Services   Administrative Rules

Business Services   Securities

Elections

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	16,541,356	16,648,671	17,377,577	18,375,537
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	16,541,356	16,648,671	17,377,577	18,375,537
Actual Expenditures (All Funds)	12,711,911	13,800,226	14,402,392	0
Unexpended (All Funds)	3,829,445	2,848,445	2,975,185	N/A
Unexpended, by Fund:				
General Revenue	561,324	457,108	313,103	0
Federal	219,301	312,816	332,751	N/A
Other	3,048,820	2,078,521	2,329,331	N/A

Actual Expenditures (All Funds)

A line chart showing Actual Expenditures (All Funds): FY 2021 = 12,711,911; FY 2022 = 13,800,226; FY 2023 = 14,402,392. Y-axis ranges from 11,500,000 to 15,000,000.

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).

Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

  FY21 includes a core reduction of $475,000 in GR E&E, and the pay plan increased the core by $156,291.

  In FY21, $350,000 of GR E&E was restricted. The voluntarily restricted funds comprised of $250,000 of the voter ID budget, and $100,000 of GR E&E.
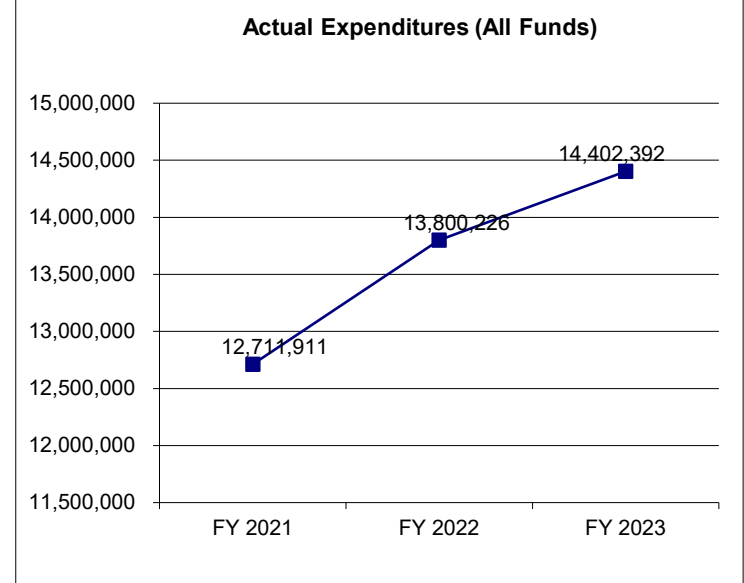
STATE
SECRETARY OF STATE

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	267.30	9,340,737	658,146	2,537,505	12,536,388	
	EE	0.00	1,580,418	152,576	4,061,154	5,794,148	
	PD	0.00	45,001	0	0	45,001	
	Total	**267.30**	**10,966,156**	**810,722**	**6,598,659**	**18,375,537**	
DEPARTMENT CORE REQUEST							
	PS	267.30	9,340,737	658,146	2,537,505	12,536,388	
	EE	0.00	1,580,418	152,576	4,061,154	5,794,148	
	PD	0.00	45,001	0	0	45,001	
	Total	**267.30**	**10,966,156**	**810,722**	**6,598,659**	**18,375,537**	
GOVERNOR'S RECOMMENDED CORE							
	PS	267.30	9,340,737	658,146	2,537,505	12,536,388	
	EE	0.00	1,580,418	152,576	4,061,154	5,794,148	
	PD	0.00	45,001	0	0	45,001	
	Total	**267.30**	**10,966,156**	**810,722**	**6,598,659**	**18,375,537**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	8,523,835	175.39	9,340,737	205.76	9,340,737	205.76	0	0.00
ELECTION ADMIN IMPROVEMENT	158,099	2.99	340,859	6.00	340,859	6.00	0	0.00
SEC OF STATE-FEDERAL FUNDS	205,837	5.28	317,287	6.80	317,287	6.80	0	0.00
SEC OF ST TECHNOLOGY TRUST	169,787	3.17	459,778	8.00	459,778	8.00	0	0.00
LOCAL RECORDS PRESERVATION	538,471	11.08	1,262,917	25.24	1,262,917	25.24	0	0.00
INVESTOR EDUC & PROTECTION	263,133	4.48	814,810	15.50	814,810	15.50	0	0.00
TOTAL - PS	9,859,162	202.39	12,536,388	267.30	12,536,388	267.30	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	1,346,868	0.00	1,580,418	0.00	1,580,418	0.00	0	0.00
SEC OF STATE-FEDERAL FUNDS	61,358	0.00	152,576	0.00	152,576	0.00	0	0.00
SEC OF ST TECHNOLOGY TRUST	2,955,616	0.00	3,161,180	0.00	3,161,180	0.00	0	0.00
LOCAL RECORDS PRESERVATION	40,873	0.00	321,985	0.00	321,985	0.00	0	0.00
INVESTOR EDUC & PROTECTION	90,147	0.00	547,989	0.00	547,989	0.00	0	0.00
SEC OF ST-WOLFNER LIBRARY	6,167	0.00	30,000	0.00	30,000	0.00	0	0.00
TOTAL - EE	4,501,029	0.00	5,794,148	0.00	5,794,148	0.00	0	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	42,201	0.00	45,001	0.00	45,001	0.00	0	0.00
TOTAL - PD	42,201	0.00	45,001	0.00	45,001	0.00	0	0.00
TOTAL	14,402,392	202.39	18,375,537	267.30	18,375,537	267.30	0	0.00
Technology Trust Fund E&E Incr - 1231004								
EXPENSE & EQUIPMENT								
SEC OF ST TECHNOLOGY TRUST	0	0.00	0	0.00	1,000,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	1,000,000	0.00	0	0.00
TOTAL	0	0.00	0	0.00	1,000,000	0.00	0	0.00
GRAND TOTAL	$14,402,392	202.39	$18,375,537	267.30	$19,375,537	267.30	$0	0.00

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 23140C	DEPARTMENT:	Secretary of State
BUDGET UNIT NAME:		
HOUSE BILL SECTION: Operating Core	DIVISION:	All Divisions

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

100%	Fund	0101	0073	Personal	$	9,340,737.00
100%	Fund	0101	0077	Expense	$	1,625,419.00
100%	Fund	0157	4490	Personal	$	340,859.00
100%	Fund	0195	4193	Personal	$	317,287.00
100%	Fund	0195	4194	Expense	$	152,576.00
100%	Fund	0266	2221	Personal	$	459,778.00
100%	Fund	0266	2222	Expense	$	3,161,180.00
100%	Fund	0577	9491	Personal	$	1,262,917.00
100%	Fund	0577	9492	Expense	$	321,985.00
100%	Fund	0829	5532	Personal	$	814,810.00
100%	Fund	0829	5533	Expense	$	547,989.00
100%	Fund	0928	4195	Expense	$	30,000.00
				Total	$	18,375,537.00

Section	PS or EE	Core	% Flex	Flex Request Amount
HB 12.055	PS	$12,536,388	100%	$12,536,388
HB 12.055	E & E	$5,839,149	100%	$5,839,149
	Total			$18,375,537

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	
$0	$0	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 23140C **BUDGET UNIT NAME:** **HOUSE BILL SECTION:** Operating Core	**DEPARTMENT:** Secretary of State **DIVISION:** All Divisions

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
The flexibility option for the operating core was not used in Fiscal Year 2023.	For fiscal year 2024, nothing is planned at this time.

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
CORE								
SECRETARY OF STATE	111,705	1.00	113,201	1.00	113,201	1.00	0	0.00
ADMINISTRATIVE ASSISTANT	44,189	1.13	69,624	2.00	69,624	2.00	0	0.00
REGIONAL VOTER ID REP	0	0.00	90,241	2.00	22,484	2.00	0	0.00
EDITOR IN CHIEF	65,919	1.00	66,346	1.00	66,346	1.00	0	0.00
DIRECTOR OF PUBLICATIONS	66,039	1.00	67,184	1.00	70,184	1.00	0	0.00
LOCAL RECORDS DIRECTOR	70,519	1.00	74,732	1.00	74,732	1.00	0	0.00
COMMISSIONER OF SECURITIES	121,267	1.08	119,406	1.00	119,406	1.00	0	0.00
DIRECTOR OF BUS SERVICES	35,907	0.38	0	0.00	99,788	1.00	0	0.00
RECORDS MANAGEMENT DIRECTOR	60,060	1.00	63,644	1.00	63,644	1.00	0	0.00
SENIOR SPECIALIST	47,620	1.00	50,141	1.00	50,141	1.00	0	0.00
EXECUTIVE SECRETARY	55,189	1.00	70,562	1.00	70,562	1.00	0	0.00
LEG LIAISON/SPEC ASST TO SOS	1,990	0.04	0	0.00	0	0.00	0	0.00
DIR BUSINESS SERVICES/COUNSEL	38,687	0.46	99,788	1.00	0	0.00	0	0.00
CORPORATIONS SPECIALIST I	117,721	3.44	199,986	6.00	54,986	2.00	0	0.00
CORPORATIONS SPECIALIST II	317,565	8.72	324,896	8.50	498,896	22.76	0	0.00
CORPORATIONS SPECIALIST III	190,549	4.92	300,260	23.01	150,260	6.00	0	0.00
CORPORATIONS SPECIALIST IV	105,611	2.55	121,939	3.00	134,939	4.00	0	0.00
CASH SPECIALIST II	126,342	3.50	149,692	4.00	86,692	4.00	0	0.00
CASH SPECIALIST III	45,912	1.17	31,773	1.00	81,773	2.00	0	0.00
CASH SPECIALIST IV	40,744	1.00	85,985	2.00	45,985	2.00	0	0.00
COMMISSIONS SPECIALIST I	6,084	0.17	0	0.00	36,504	1.00	0	0.00
COMMISSIONS SPECIALIST II	50,219	1.42	66,665	2.00	66,665	2.00	0	0.00
COMMISSIONS SPECIALIST III	62,181	1.58	76,863	2.00	86,863	2.00	0	0.00
COMMISSIONS SPECIALIST IV	32,466	0.79	0	0.00	43,200	1.00	0	0.00
STAFF TRAINING SPECIALIST	44,134	1.01	0	0.00	46,224	1.00	0	0.00
EDITOR	40,533	1.00	42,059	1.00	42,059	1.00	0	0.00
DR OF REC SRV AND ST ARCHIVIST	104,639	1.00	110,890	1.00	110,890	1.00	0	0.00
ASSISTANT STATE ARCHIVIST	0	0.00	18,484	0.25	17,957	0.25	0	0.00
CORPORATIONS SUPERVISOR IV	98,707	2.00	96,895	2.00	106,895	2.00	0	0.00
RECORDS ANALYST	171,416	3.91	167,438	4.00	177,438	4.00	0	0.00
OUTREACH VOTER ID SPECIALIST	0	0.00	357	0.00	0	0.00	0	0.00
COMMISSIONS SUPERVISOR IV	38,454	0.79	48,449	1.00	53,449	1.00	0	0.00

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
CORE								
REVENUE MANAGER	55,101	1.00	57,109	1.00	59,109	1.00	0	0.00
ADMINISTRATIVE ARCHIVIST	50,661	1.00	52,638	1.00	52,638	1.00	0	0.00
EDITOR II	42,183	1.00	42,518	1.00	42,518	1.00	0	0.00
PUBLICATIONS SPECIALIST II	43,179	1.00	43,647	1.00	43,647	1.00	0	0.00
INVESTIGATOR III	119,846	2.45	140,792	3.00	125,792	3.00	0	0.00
COMPUTER INFO TECH II	27,924	0.50	31,003	1.00	31,003	1.00	0	0.00
COMPUTER INFO TECH III	54,511	1.00	58,128	1.00	58,128	1.00	0	0.00
ARCHIVIST	848,102	18.73	1,040,011	20.99	907,056	20.99	0	0.00
ARCHIVES TECHNICIAN	84,632	2.50	67,968	2.00	67,968	2.00	0	0.00
ARCHIVES TECHNICIAN II	73,096	2.13	104,681	3.00	104,681	3.00	0	0.00
PART-TIME OTHER	72,503	2.41	70,196	2.50	87,078	2.75	0	0.00
OFFICE SUPPORT TECHNICIAN	8,860	0.29	15,806	0.50	27,806	1.00	0	0.00
RECORDS CENTER MANAGER	45,958	1.00	52,595	1.00	52,225	1.00	0	0.00
HUMAN RESOURCES MANAGER	66,660	1.00	63,356	1.00	63,356	1.00	0	0.00
HUMAN RESOURCES ASSISTANT	25,796	0.63	51,456	1.00	51,456	1.00	0	0.00
DIRECTOR-FIELD OPERATIONS	172,279	3.00	185,363	3.00	185,363	3.00	0	0.00
BUDGET & GRANTS OFFICER	60,849	1.00	53,396	1.00	50,396	1.00	0	0.00
GRANTS & ELECTIONS SPECIALIST	46,081	1.00	82,425	2.00	52,425	1.00	0	0.00
GRANT OFFICER	56,775	1.00	59,045	1.00	61,045	1.00	0	0.00
COMPLIANCE EXAMINER	19,356	0.46	66,280	2.00	66,280	2.00	0	0.00
LIBRARIAN II	194,065	4.00	205,096	4.00	205,096	4.00	0	0.00
INVESTIGATOR IV	51,176	1.00	54,233	1.00	96,485	2.00	0	0.00
COMPLIANCE EXAMINER I	10,138	0.25	68,528	1.00	0	0.00	0	0.00
COMPLIANCE EXAMINER II	74,288	1.66	112,719	2.00	138,719	4.00	0	0.00
STATE LIBRARIAN	100,198	1.00	103,389	1.00	103,389	1.00	0	0.00
READER ADVISOR	149,076	4.24	301,185	7.00	270,185	7.00	0	0.00
REFERENCE SERVICES MANAGER	55,125	1.00	58,466	1.00	58,466	1.00	0	0.00
DIRECTOR OF CIRCULATION	51,940	1.00	48,148	1.00	57,148	1.00	0	0.00
DIR OF FISCAL & FACILITIES	106,211	1.15	102,390	1.00	102,390	1.00	0	0.00
CIRCULATION PROCESSING ASST	75,841	2.32	167,506	4.80	144,722	3.80	0	0.00
PT OTHER-RESEARCH ANALYST I	0	0.00	16,333	0.75	16,333	0.75	0	0.00
CONSERVATOR	117,297	2.67	205,919	4.50	287,719	4.50	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
CORE								
CONSERVATOR TECHNICIAN	0	0.00	35,524	1.00	35,524	1.00	0	0.00
SECURITIES REG SPECIALIST	42,709	1.12	44,090	1.00	44,090	1.00	0	0.00
INVESTOR ED SPECIALIST	0	0.00	42,845	1.00	42,845	1.00	0	0.00
INVESTIGATOR I	0	0.00	46,026	1.00	46,026	1.00	0	0.00
INVESTIGATOR II	17,831	0.37	0	1.00	48,924	1.00	0	0.00
SECURITIES REG SPECIALIST II	27,052	0.58	0	0.00	48,312	1.00	0	0.00
CONSERVATOR TECHNICIAN II	35,313	0.92	0	0.00	0	0.00	0	0.00
LIBRARIAN	78,590	1.73	95,687	2.00	95,687	2.00	0	0.00
COMPUTER INFO TECH SPEC I	313,824	5.15	452,849	7.00	342,207	5.00	0	0.00
LIBRARY CONSULTANT	281,031	5.52	342,838	6.00	340,838	6.00	0	0.00
DIRECTOR REF SERVICES	60,861	1.00	62,493	1.00	64,643	1.00	0	0.00
DIRECTOR OF PUBLIC SERVICES	51,940	1.00	0	0.00	57,784	1.00	0	0.00
DIR OF PRODUCTION & SPEC PROJ	62,902	1.00	53,326	1.00	53,326	1.00	0	0.00
ADMINISTATIVE AIDE II	67,569	2.00	66,286	2.00	66,286	2.00	0	0.00
ADMINISTRATIVE AIDE III	150,316	4.00	151,388	4.00	158,888	4.00	0	0.00
DIRECTOR-WOLFNER LIBRARY	0	0.00	78,332	1.00	78,332	1.00	0	0.00
READER SERVICES MANAGER	0	0.00	57,462	1.00	40,462	1.00	0	0.00
COMMS & PUBLIC RELATIONS SPEC	49,664	1.00	41,810	1.00	58,810	1.00	0	0.00
COMPUTER INFO TECH MANAGER II	72,831	1.00	75,552	1.00	75,552	1.00	0	0.00
DEPUTY CHIEF INFO OFFICER	0	0.00	92,481	1.00	75,000	1.00	0	0.00
COMPUTER INFO TECH I	55,106	1.38	146,087	3.00	146,087	3.00	0	0.00
COMP INFO TECH IV	59,677	1.00	52,859	1.00	62,256	1.00	0	0.00
CHIEF INFORMATION OFFICER	105,674	1.00	108,678	1.00	114,678	1.00	0	0.00
STRATEGIC PROJECT MANAGER	0	0.00	63,861	1.00	50,861	1.00	0	0.00
TECH I	59,368	1.81	0	0.00	0	0.00	0	0.00
TECH II	329,862	9.81	550,023	16.00	547,873	16.00	0	0.00
TECH III	133,238	3.67	112,338	3.00	133,338	3.00	0	0.00
MANAGING EDITOR	44,507	1.00	45,484	1.00	45,484	1.00	0	0.00
COMPUTER INFO TECH TRAINEE	2,844	0.08	733	0.00	0	0.00	0	0.00
SENIOR ELECTION SPECIALIST	52,247	1.00	0	0.00	55,000	1.00	0	0.00
COMPUTER INFO TECH SPEC II	130,957	1.79	156,343	2.00	227,343	3.00	0	0.00
TECH IV	75,477	2.00	73,329	2.00	77,329	2.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
CORE								
COMPUTER INFO TECH SPEC III	83,955	1.00	78,172	1.00	153,172	2.00	0	0.00
PROCUREMENT OFFICER	47,621	1.00	52,945	1.00	52,945	1.00	0	0.00
RESEARCH ANALYST I	149,646	4.00	164,815	4.00	204,439	4.00	0	0.00
SECURITIES OFFICE MANAGER	61,069	1.00	64,813	1.00	64,813	1.00	0	0.00
SENIOR RECORDS ANALYST	48,102	1.00	51,014	1.00	51,014	1.00	0	0.00
COMMUNICATIONS DIRECTOR	91,955	1.00	97,280	1.00	97,530	1.00	0	0.00
RECEPTIONIST II	41,334	1.00	43,785	1.00	43,985	1.00	0	0.00
GRAPHIC ARTS SPECIALIST II	85,569	2.00	82,799	2.00	87,799	2.00	0	0.00
DIRECTOR OF ENFORCEMENT	37,650	0.45	91,270	1.00	91,270	1.00	0	0.00
DEP DIR OF BUSINESS SERVICES	54,416	0.71	78,055	1.00	78,055	1.00	0	0.00
INVESTOR EDUCATION SPECIALIST	0	0.00	49,386	1.00	32,386	1.00	0	0.00
PRINC ASST FOR BOARDS & COMMS	45,958	1.00	48,682	1.00	48,682	1.00	0	0.00
LEGAL COUNSEL	37,544	0.45	99,707	1.00	64,707	1.00	0	0.00
SECURITIES SPECIALIST	0	0.00	39,412	1.00	33,412	1.00	0	0.00
CHIEF COUNSEL	39,397	0.44	91,270	1.00	92,470	1.00	0	0.00
SUPERVISING ARCHIVIST	93,166	1.92	100,333	2.00	100,333	2.00	0	0.00
ELECTIONS SPECIALIST	160,234	3.66	136,349	3.00	221,759	5.00	0	0.00
MCVR ADMINISTRATOR	51,370	1.00	55,908	1.00	55,908	1.00	0	0.00
PROGRAM MANAGER	65,771	1.00	66,236	1.00	66,236	1.00	0	0.00
IMAGING SERVICES MANAGER	43,738	0.99	52,384	1.00	52,384	1.00	0	0.00
ACCOUNTING ANALYST II	14,538	0.28	52,359	1.00	40,359	1.00	0	0.00
ACCOUNTING ANALYST I	75,522	1.83	97,689	2.00	85,689	2.00	0	0.00
PROGRAM SPECIALIST	1,598	0.04	0	0.00	35,000	1.00	0	0.00
PARALEGAL	49,701	1.00	47,104	1.00	53,104	1.00	0	0.00
SECURITIES ENFORCEMENT COUNSEL	76,676	0.92	182,126	4.50	72,126	1.50	0	0.00
ELECTIONS SUPPORT ASSISTANT	12,804	0.33	42,765	1.00	0	0.00	0	0.00
SENIOR COMPLIANCE EXAMINER	50,474	1.00	53,780	1.00	53,780	1.00	0	0.00
CENTRAL SERVICES TECHNICIAN	75,991	2.13	80,790	2.00	80,790	2.00	0	0.00
CENTRAL SERVICES SUPERVISOR	51,507	1.10	49,729	1.00	49,729	1.00	0	0.00
DIR OF FISCAL/HR/FACILITIES	0	0.00	1,014	0.00	0	0.00	0	0.00
PROGRAM SPECIALIST II	39,229	1.01	37,311	1.00	0	0.00	0	0.00
DIR VULNERABLE CONSTITUENT SVS	0	0.00	63,049	1.00	53,161	1.00	0	0.00

Budget Unit Decision Item 　　Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
CORE								
DIR INV PROT,EDU&VLN CITZS SVC	61,056	1.00	60,044	1.00	64,772	1.00	0	0.00
COMMUNICATIONS SPEC III	0	0.00	48,202	1.00	45,001	1.00	0	0.00
DIRECTOR OF ELECTIONS/COUNSEL	0	0.00	78,318	1.00	56,318	1.00	0	0.00
SENIOR ELECTION DIRECTOR	91,955	1.00	78,319	1.00	100,676	1.00	0	0.00
LEGISLATIVE LIAISON	0	0.00	45,167	1.00	45,167	1.00	0	0.00
GENERAL COUNSEL	93,362	0.83	120,968	1.00	116,733	1.00	0	0.00
DIR OF GOV AFFAIRS/POLICY	70,654	0.92	52,322	1.00	82,322	1.00	0	0.00
EXEC DEPUTY SOS/CHIEF OF STAFF	119,354	1.00	126,506	1.00	126,506	1.00	0	0.00
DEPUTY CHIEF OF STAFF	102,781	1.00	115,662	1.00	115,662	1.00	0	0.00
TOTAL - PS	**9,859,162**	**202.39**	**12,536,388**	**267.30**	**12,536,388**	**267.30**	**0**	**0.00**
TRAVEL, IN-STATE	42,928	0.00	72,336	0.00	72,336	0.00	0	0.00
TRAVEL, OUT-OF-STATE	9,377	0.00	21,888	0.00	21,888	0.00	0	0.00
FUEL & UTILITIES	0	0.00	5	0.00	5	0.00	0	0.00
SUPPLIES	609,512	0.00	928,729	0.00	928,729	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	64,378	0.00	108,790	0.00	108,790	0.00	0	0.00
COMMUNICATION SERV & SUPP	135,299	0.00	168,223	0.00	168,223	0.00	0	0.00
PROFESSIONAL SERVICES	827,118	0.00	982,821	0.00	982,821	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	7,620	0.00	3,875	0.00	3,875	0.00	0	0.00
M&R SERVICES	2,091,699	0.00	1,642,081	0.00	1,642,081	0.00	0	0.00
COMPUTER EQUIPMENT	617,553	0.00	1,601,311	0.00	1,601,311	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	32,436	0.00	32,436	0.00	0	0.00
OFFICE EQUIPMENT	8,293	0.00	90,515	0.00	90,515	0.00	0	0.00
OTHER EQUIPMENT	68,505	0.00	33,859	0.00	33,859	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	18,024	0.00	18,024	0.00	0	0.00
BUILDING LEASE PAYMENTS	8,358	0.00	35,342	0.00	35,342	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	6,508	0.00	23,851	0.00	23,851	0.00	0	0.00
MISCELLANEOUS EXPENSES	3,881	0.00	30,062	0.00	30,062	0.00	0	0.00
TOTAL - EE	**4,501,029**	**0.00**	**5,794,148**	**0.00**	**5,794,148**	**0.00**	**0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
CORE								
PROGRAM DISTRIBUTIONS	42,201	0.00	45,001	0.00	45,001	0.00	0	0.00
TOTAL - PD	**42,201**	**0.00**	**45,001**	**0.00**	**45,001**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$14,402,392**	**202.39**	**$18,375,537**	**267.30**	**$18,375,537**	**267.30**	**$0**	**0.00**
GENERAL REVENUE	$9,912,904	175.39	$10,966,156	205.76	$10,978,156	205.76		0.00
FEDERAL FUNDS	$425,294	8.27	$810,722	12.80	$810,722	12.80		0.00
OTHER FUNDS	$4,064,194	18.73	$6,598,659	48.74	$6,586,659	48.74		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Administrative Services

Program is found in the following core budget(s): Operating

1a. What strategic priority does this program address?

Assist in meeting the statutory and constitutional requirements of the Secretary of State.

1b. What does this program do?

The core request is to allow continued service to the agency for staffing and expenditures with fiscal, human resources, facilities, publications, and central services.

2a. Provide an activity measure(s) for the program.

The Administrative Services Division is responsible for the budget, procurement, accounts payable, accounts receivable, grants tracking, ACFR reporting, SEFA reporting, facilities requests, human resources, all statutorily required printing of publications, surplus property, mail delivery, fleet vehicles, and all other general administrative duties.

Publications is responsible for the Official Manual, Constitution updates and printing, as well as the General Assembly roster, Election Law handbooks, the Missouri roster and other publications as needed.

2b. Provide a measure(s) of the program's quality.

2c. Provide a measure(s) of the program's impact.

Without this appropriation, budgeting, vendor payments, procurement, financial reporting, mailroom, storeroom, publications, human resources, and fleet management at the current level for the Office of the Secretary of State would not be possible.

2d. Provide a measure(s) of the program's efficiency.

The process of ordering and distributing office supplies is centralized in the storeroom. This has not only saved money, but has made it much more efficient for the divisions. Also, five employees located in the field were assigned fleet vehicles that previously were being reimbursed at the standard mileage rate or renting a vehicle. This increased the use of these cars, while decreasing mileage paid to employees.
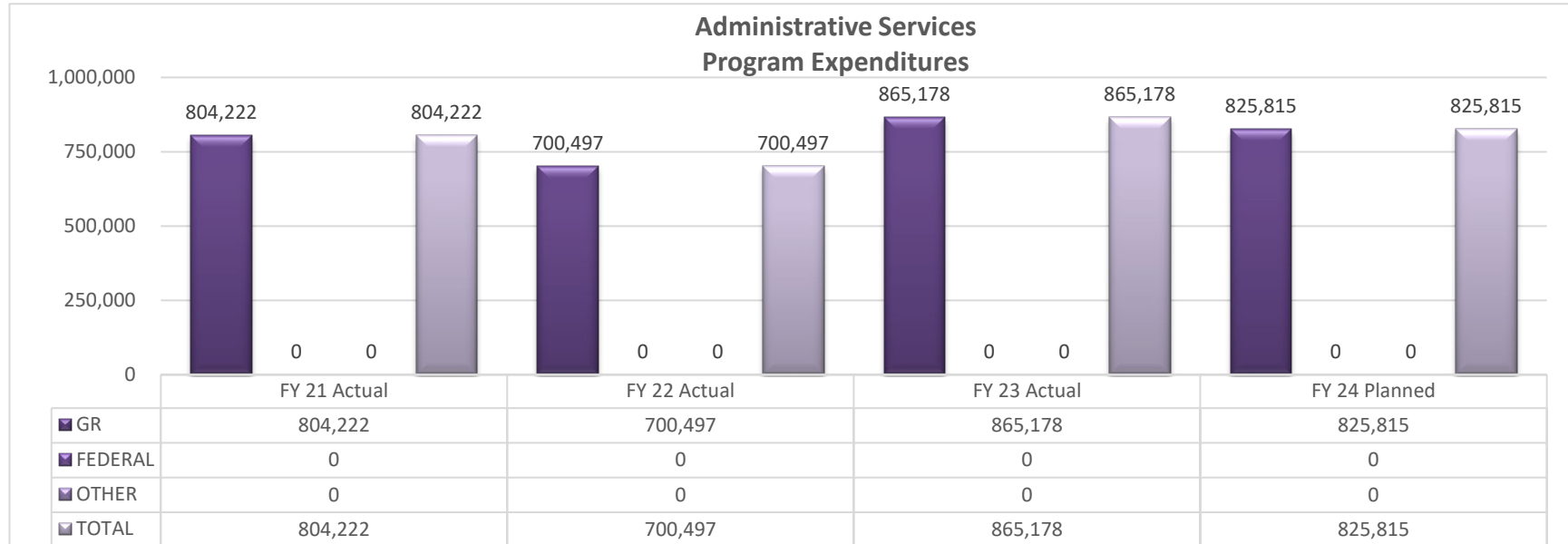
PROGRAM DESCRIPTION

Department	Secretary of State	HB Section(s):	12.055

Program Name Administrative Services

Program is found in the following core budget(s): Operating

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Administrative Services Program Expenditures

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	804,222	700,497	865,178	825,815
FEDERAL	0	0	0	0
OTHER	0	0	0	0
TOTAL	804,222	700,497	865,178	825,815

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Financial and Procurement authority is derived from Chapter 33 and 34, revised statutes, and the agreements entered into between this office and the Office of Administration.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

PROGRAM DESCRIPTION

Department	Secretary of State	**HB Section(s)**	12.055
Program Name	Executive Services		
Program is found in the following core budget(s): Operating Core			

1a. What strategic priority does this program address?

The priority entails the effective oversight of services and programs to customers and clients, as well as the communication of the mission and scope of the Secretary of State's Office.

1b. What does this program do?

This core request is to maintain the current level of executive support for all divisions within the Office of the Secretary of State. This core request represents resources for the continued operation of agency programs and the production coordination of the various divisions. The Executive Staff included in this request are responsible for the development of policies and procedures and direction for implementation. This includes staff members in the Office of the General Counsel, which is responsible for representing the Office in legal matters and responding to open records requests. The Communications Division is responsible for public outreach, media relations, social media communication and monitoring and promotion of programs and services. Capitol office employees respond to constituent questions by phone, email, and in person. Capitol staff also work with legislators on proposed legislation.

2a. Provide an activity measure(s) for the program.

Staff in Executive Services support employees in all divisions of the office, make policy recommendations, respond to open records requests, respond to inquiries from constituents and media and perform daily operations in both the Kirkpatrick Building and the Capitol office. The Office of General Counsel provides legal advice to all divisions, represents the SOS in lawsuits, and coordinates with the Attorney General's Office on litigation matters.

2b. Provide a measure(s) of the program's quality.

Open records requests are responded to within the time allotted by law. Constituent and media inquiries are consistently handled in a timely manner. Legislative staff have had success obtaining passage of certain priorities. The Office of General Counsel ensures the office complies with all statutory requirements.

2c. Provide a measure(s) of the program's impact.

Information is freely available to constituents, media and other interested parties who make such requests as the office prioritizes transparency.

PROGRAM DESCRIPTION

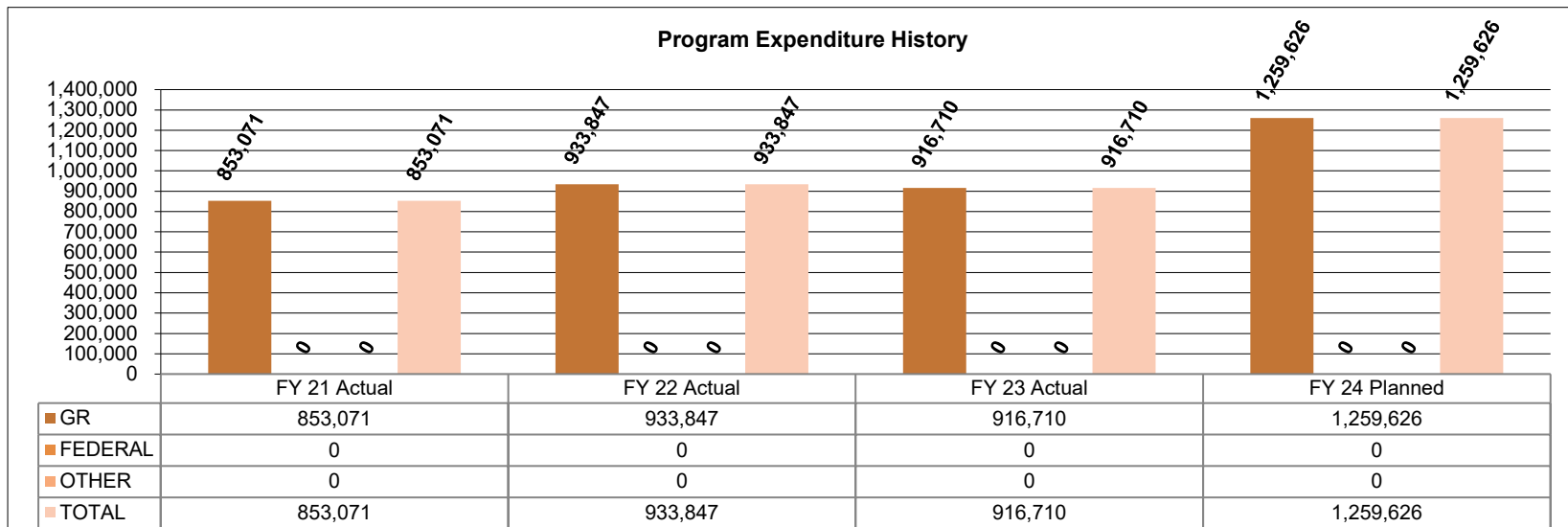**Department**   Secretary of State   **HB Section(s)**   12.055

Program Name   Executive Services

Program is found in the following core budget(s): Operating Core

2d. Provide a measure(s) of the program's efficiency.

Inquiries are consistently handled in a timely fashion and open records requests are responded to in a timely manner as required by law.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	853,071	933,847	916,710	1,259,626
FEDERAL	0	0	0	0
OTHER	0	0	0	0
TOTAL	853,071	933,847	916,710	1,259,626

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Elections	

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

To better serve and inform current and potential Missouri voters and local election officials.
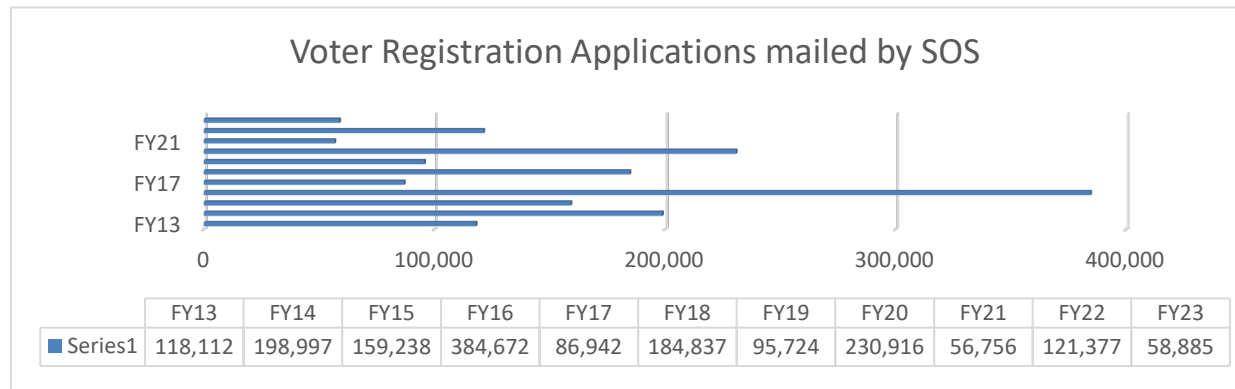
1b. What does this program do?

The Secretary of State's Elections Division offers a myriad of services to both elected officials as well as the public. Specific Elections related tasks include the following:
•Preparing for and assisting local election authorities (LEAs) in conducting fair and efficient elections.
•Planning for elections and statewide ballot issues including special elections and issues submitted to the people through initiative petitions, referendums, and joint resolutions passed by the legislature.
•Ensuring the requirements of the Help America Vote Act of 2002 are met.
In addition to ensuring Missouri elections run smoothly, the Elections Division also serves as a resource to Missouri's 116 LEAs as well as the general public. In this role, the division seeks to provide quality customer service by delivering responsive and timely services to meet increasing demand for answers to elections related questions from LEAs, elected officials, and the public; maintaining statutory compliance in providing services to state and to local governments while also helping to educate the public about the elections process through the publishing of various informative elections materials and regional and statewide meetings with LEAs to ensure that all remain up-to-date on current election laws. Lastly, the Division is constantly looking for methods to enhance information access, utilizing the SOS website to inform voters as well as provide methods for voters to follow election results on Election Night.

2a. Provide an activity measure(s) for the program.

The Office of the Secretary of State mailed the following number of voter registration applications by calendar year:

Voter Registration Applications mailed by SOS

	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
■ Series1	118,112	198,997	159,238	384,672	86,942	184,837	95,724	230,916	56,756	121,377	58,885

During the 2020-2022 petition cycle, 89 petitions were filed with the SOS office. Two petitions with signatures were submitted to the SOS office. SOS is currently in a petition cycle for 2022-2024, as of 9/15/23, 138 petitions have been filed.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Elections	
Program is found in the following core budget(s): Operating Core	

2b. Provide a measure(s) of the program's quality.

The number of registered voters and voter registration applications fluctuates from year to year. As of August 1, 2023 there were 4,230,434 registered voters in the state.
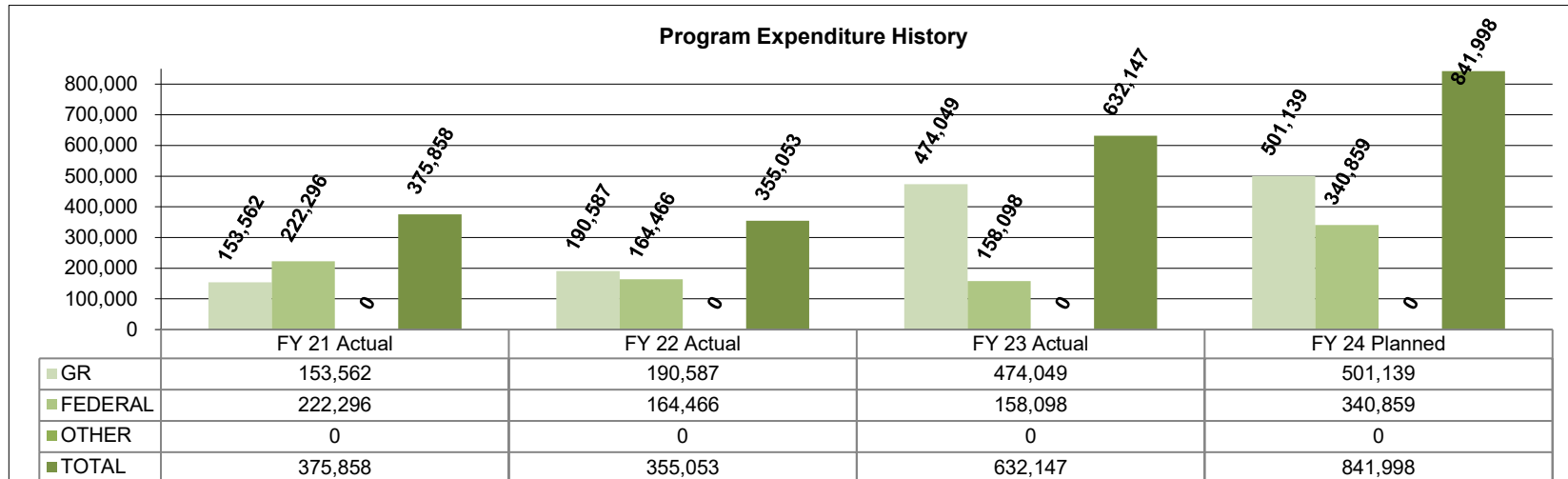
2c. Provide a measure(s) of the program's impact.

An adequate supply of voter registration applications are available from the office to fulfill a request the same day or within 24 hours.

2d. Provide a measure(s) of the program's efficiency.

116 local election authorities/election boards and thousands of prospective registered voters and callers requesting information can be assisted.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	153,562	190,587	474,049	501,139
FEDERAL	222,296	164,466	158,098	340,859
OTHER	0	0	0	0
TOTAL	375,858	355,053	632,147	841,998

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

No.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.055

Program Name   Record Services

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

The Missouri State Archives is the official repository for state records of permanent and historical value. Its mission is to foster an appreciation of Missouri history by preserving and making available the state's records to its citizens and their government. The Records Management and Local Records Divisions assist government agencies in meeting these preservation and access goals.

1b. What does this program do?

The Records and Archives Division is comprised of the following three divisions:

Archives: The Missouri State Archives is the official repository for Missouri's records of permanent historical value. Among its holdings are land records from Missouri's colonial, territorial and early statehood periods; state constitutions; Session Laws; Journals of the Missouri House and Senate; Supreme Court of Missouri case files; State Appeals Court case files; historic military records; Circuit and Probate Court case files; and records for Missouri counties. The Missouri State Archives identifies, collects, preserves and makes available to government officials, historians, students, family historians and other researchers the historically significant records of Missouri.

Records Management: Records Management directs the efficient and effective management of the official records of state government agencies by: establishing standards, procedures, and techniques for the management of records; developing schedules for the retention of records of continuing value; prompt and orderly destruction of records no longer possessing sufficient value to warrant future retention; and operating the State Records Center to provide secure cost-effective storage of paper records during retention. The program also evaluates the cost efficiency of microfilm and electronic records technologies and provides imaging, microfilming and microfilm storage services to state and local agencies.

Local Records: Through consultations, inventories, records processing projects and a competitive grant program, Local Records works with public officials to preserve the permanent and historically significant records of their offices. In addition, the program provides professional guidance on managing current records; everything from proper housing and storage of records to final disposition through the implementation of Local Records generated retention schedules.

2a. Provide an activity measure(s) for the program.

Archives: In FY23, the Missouri State Archives responded to 14,673 information requests. Of these, 2,851 were first-time customers.

Records Management:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24 Projected**
Images Microfilmed	2,698,730	2,266,560	1,746,000	2,301,600	2,121,399
Images Scanned	2,791,580	5,815,226	9,325,710	6,054,119	7,012,856
Records Center retrievals/filings	55,579	53,540	56,759	48,844	44,075

Local Records:					
Records Processed (cu. ft.)	237	186	214	205	210
Database Entries	42,091	36,873	40,040	55,978	48,009
Miles Traveled	78,494	76,779	93,481	124,915	109,198
Records Projects	59	60	76	68	72
Conservation Lab Projects	70	45	90	53	72

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.055

Program Name   Record Services

Program is found in the following core budget(s): Operating Core

2b. Provide a measure(s) of the program's quality.

In FY23 the Missouri State Archives websites received 14,261,312 hits.

2c. Provide a measure(s) of the program's impact.

The Missouri State Archives has been recognized by Family Tree Magazine for 20 consecutive years because of the access to records provided by the Missouri State Archives' website.

2d. Provide a measure(s) of the program's efficiency.

Record Center Annex Storage Costs per square foot $4.05   (Boxes are also stored 14 shelves high at the Record Center Annex)
Leased Office Space Storage Costs per square foot $8.42

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
■ GR	1,916,843	2,097,055	2,277,040	1,962,785
■ FEDERAL	0	0	0	0
■ OTHER	559,811	458,644	579,342	1,584,902
■ TOTAL	2,476,654	2,555,699	2,856,382	3,547,687
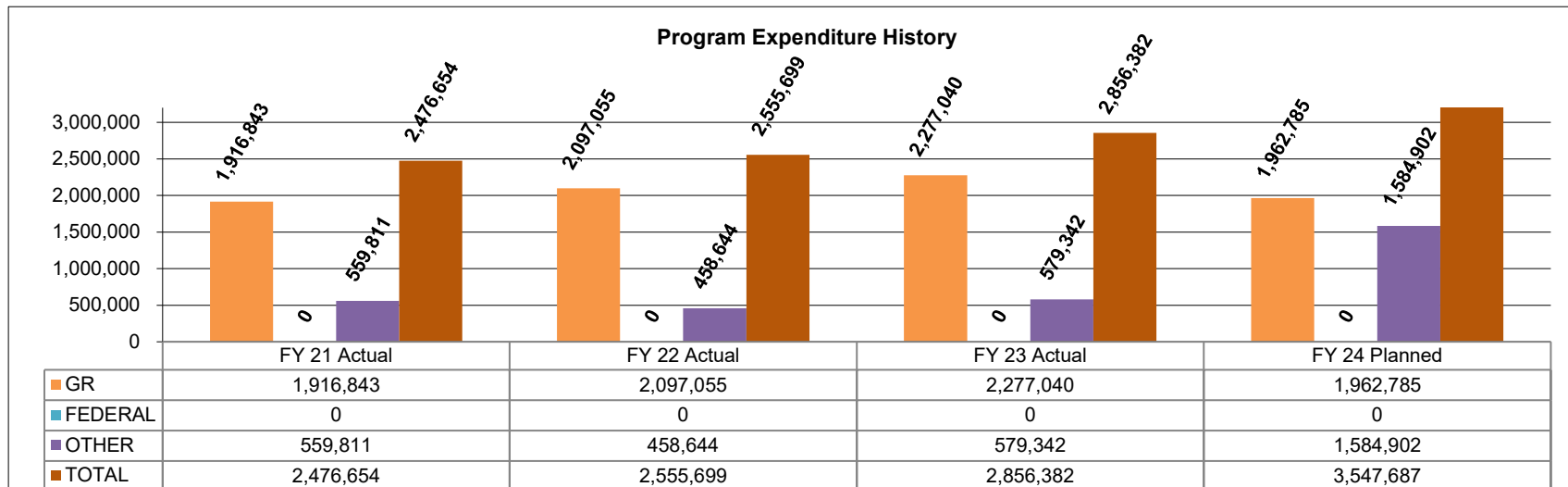
4. What are the sources of the "Other " funds?

Local Records Preservation Fund (0577).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Records and Archives--RSMo 109; Local Records funding--RSMo 59.319 (3).

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

PROGRAM DESCRIPTION

Department	Secretary of State	HB Section(s):	12.055

Program Name Administrative Rules

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

Meeting the Constitutional mandate of Article IV, Section 16 in respect to duties relating to the filing of administrative rules and regulations.

1b. What does this program do?

Administrative Rules accepts, edits, and publishes proposed rulemakings in the Missouri Register and the Code of State Regulations for the 191 state agencies/entities that promulgate rules. Rules or regulations have the force and effect of law and serve to implement and interpret the laws passed by the General Assembly and signed by the governor. Administrative Rules publishes rules material three times per month which includes two internet publications of the Missouri Register and one internet publication of the Code of State Regulations. Administrative Rules also post emergency rulemakings to our website and sends out an email notification within three business days of receiving them. Additionally, Administrative Rules provides rulemaking classes for state agencies that promulgate state rules.

2a. Provide an activity measure(s) for the program.

For the 2023 Fiscal Year, the Administrative Rules processed the following:
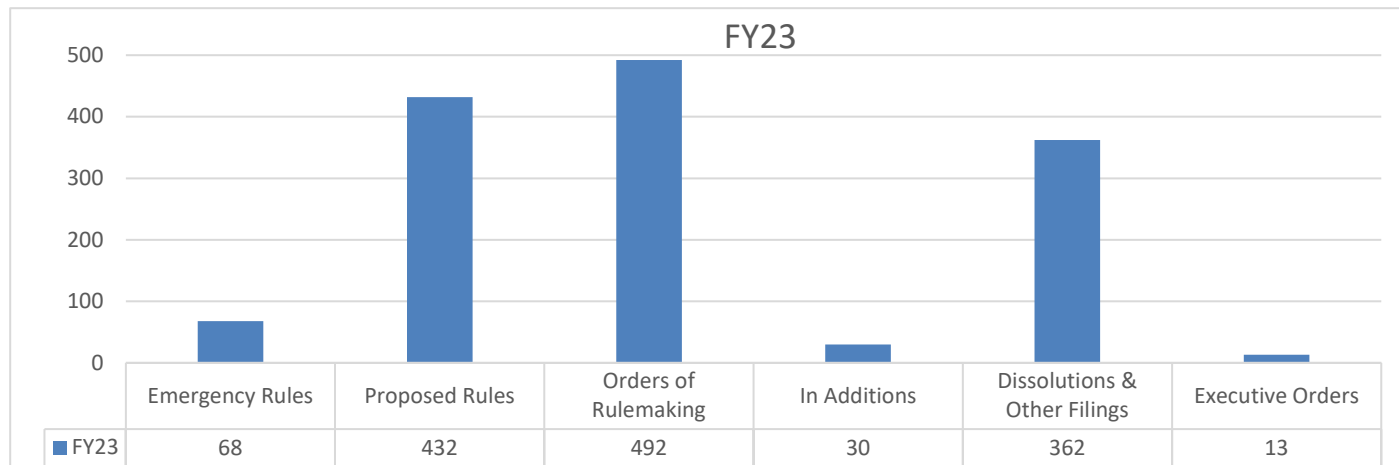
FY23

	Emergency Rules	Proposed Rules	Orders of Rulemaking	In Additions	Dissolutions & Other Filings	Executive Orders
FY23	68	432	492	30	362	13

PROGRAM DESCRIPTION

Department	Secretary of State	**HB Section(s):**	12.055

Program Name   Administrative Rules

Program is found in the following core budget(s): Operating Core

For the 2023 Fiscal Year, the Administrative Rules published the following:

FY23
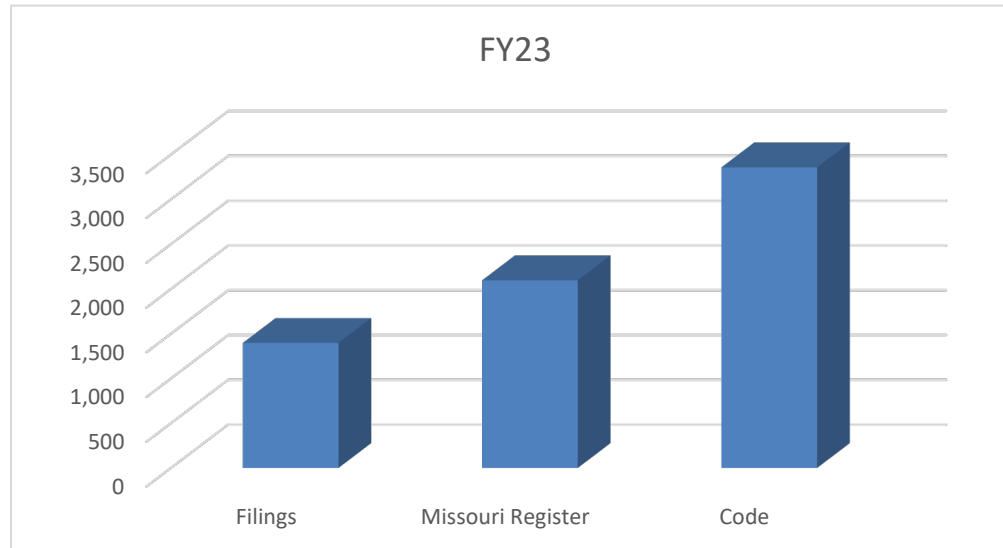
2b. Provide a measure(s) of the program's quality.

Administrative Rules also assists agencies/entities on rulemaking through several features on the SOS homepage which allows state agencies to download current rules in MS Word for use in amending current rules; providing fillable rulemaking forms/templates on-line; permitting agencies to email electronic copies of proposed rules text changes to SOS Administrative Rules; and providing a timeline calculator to assist agencies in calculating key dates for rulemaking. The division also answers questions from agencies and the public regarding how rules are filed. The division further has published and maintains an updated rulemaking manual containing uniform standards and procedures called Missouri State Rulemaking Manual. Administrative Rules staff also assists agencies and the public in researching prior versions of a rule to accurately represent its history in legal proceedings. Additionally, Administrative Rules offers classes to any agency/entity in how to prepare and make rule filings. Administrative Rules also had a webpage for terminated and suspended rules.

2c. Provide a measure(s) of the program's impact.

N/A.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Administrative Rules	
Program is found in the following core budget(s): Operating Core	

2d. Provide a measure(s) of the program's efficiency.

The above was accomplished without adding additional staff. Staff continued to meet deadlines and accomplish all duties.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
■ GR	234,770	250,884	275,364	309,552
■ FEDERAL	0	0	0	0
■ OTHER	0	0	0	0
■ TOTAL	234,770	250,884	275,364	309,552

4. What are the sources of the "Other " funds?

N/A.
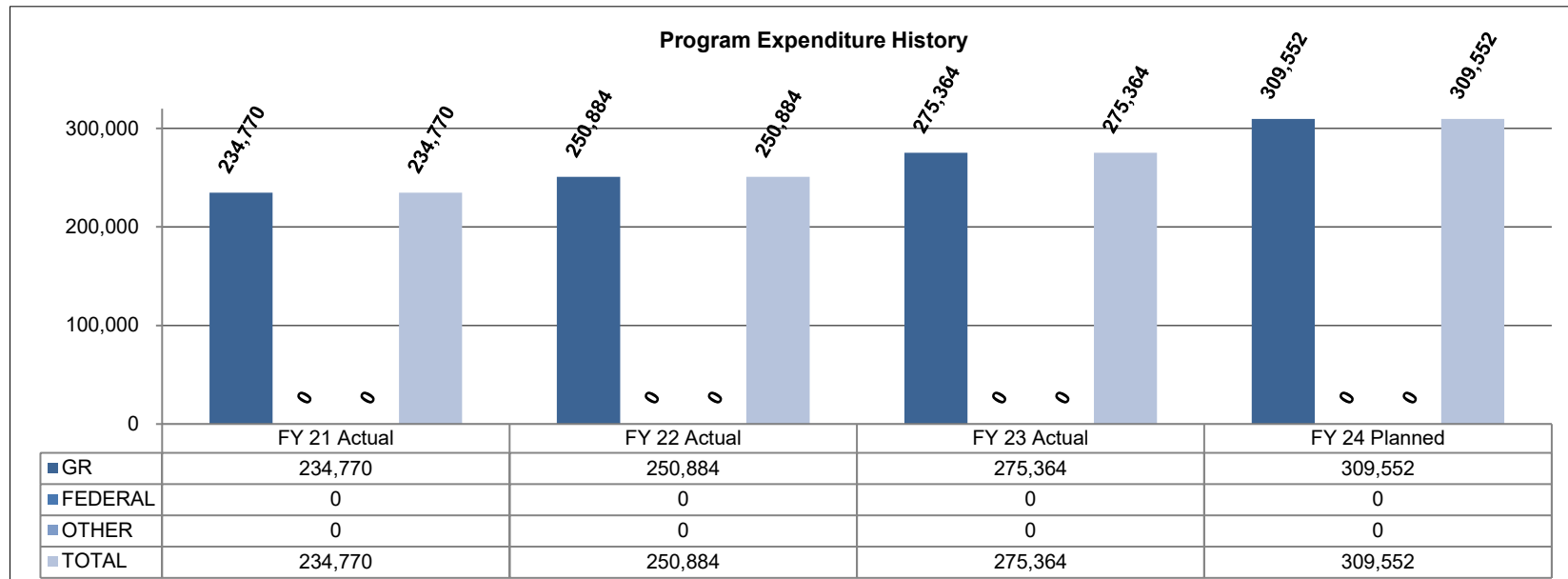
5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 536 of the Missouri Revised Statutes.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

PROGRAM DESCRIPTION

Department   Secretary of State | **HB Section(s):**   12.055
Program Name Securities Division
Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

The Securities Division implements the Missouri Securities Act of 2003, which seeks to protect Missouri investors and stop unlawful securities conduct in the state. Investor protection includes the registration of securities products, investment firms, and individuals, as well as investor education, which seeks to increase public awareness of investment risks and the prevention of harm to the public. The Division seeks compliance with securities laws by conducting examinations of broker dealers, investment advisors, and individuals. Potential violations are investigated and when appropriate, enforcement actions are initiated, with a focus on restitution for aggrieved investors and the termination of unlawful conduct.

1b. What does this program do?

The Securities Division seeks to protect Missouri investors from fraud and other unlawful conduct. It is organized into three sections: Investor Education, seeking to prevent and reduce investor harm by educating investors about the risks of investing, which includes the Vulnerable Citizens Services Unit; Registration, seeking to ensure that investment professionals are qualified and compliant with securities statutes and regulations and fostering capital formation through the review of securities offerings; and Enforcement, acting on complaints, tips and referrals, conducting investigations and initiating actions to remedy violations. Enforcement includes formal and informal investigations, issuance of subpoenas, issuance of administrative orders prohibiting violations, the commencement of civil actions in circuit court, and referrals of criminal matters to state and federal prosecutors, with an emphasis on restitution for aggrieved investors and the cessation of unlawful conduct. The Securities Division is also responsible for Family Trust Company filings.

2a. Provide an activity measure(s) for the program.

Activity measures for a securities compliance and enforcement program are reflected in the many ways the Securities Division interacts with the public. See below charts for several measurable compilations of the Division's operations and engagement with the public and the financial services industries operating within the state.

Registered securities sellers/advisers	FY18	FY19	FY20	FY21	FY22	FY23
Broker-dealers	1,532	1,524	1,484	1,525	1,537	1,530
Broker-dealer agents	152,153	156,235	161,814	172,110	184,819	199,947
Investment advisers-registered	398	391	388	404	403	395
Federal Advisers-notice filed	1,429	1,504	1,478	1,581	1,698	1749
Investment adviser representatives	11,566	12,376	12,256	12,257	12,688	12,976
Registered securities offerings	39	18	19	55	65	58
Federal covered securities notice-filings	3,158	2,344	3,160	4,307	4487	3923
State exemption notice-filings	19	24	15	12	13	9

PROGRAM DESCRIPTION

Department   Secretary of State

Program Name   Securities Division

Program is found in the following core budget(s): Operating Core

HB Section(s):   12.055

	FY18	FY19	FY20	FY21	FY22	FY23
Enforcement investigations opened	74	54	52	58	59	38
Broker Dealer Investment Adviser examinations/audits	51	51	31	50	97	10
Administrative enforcement orders	31	21	17	12	27	15
Prison sentences ordered from Securities Referrals	51 years & 1 year probation	16 years 6 months & 3 years probation	7 years 6 months	15 years 6 months	47 years	3 years 5 months
Victim restitution orders	18	16	9	5	15	4
Amount of restitution ordered	$8,607,476.39	$10,558,786.86	$2,416,741.88	$823,995.96	$2,700,845.30	$831,122.00
Amount of restitution received	$296,325.00	$39,494.42	$57,706.00	$33,800.00	$183,063.32	$408,250.00

2b. Provide a measure(s) of the program's quality.

The Securities Division serves the citizens of Missouri on a responsive basis and a specific measure of quality is not discernible. Specific efforts to improve the service quality of the Division include formation of the Vulnerable Citizens Services Unit in 2017 and increased participation in investor outreach programs. See above chart for additional measures of the services provided by the Division.

2c. Provide a measure(s) of the program's impact.

The Securities Division serves the citizens of Missouri on a responsive basis and a specific measure of impact is not discernible; some measures of the Division's impact can be seen in the above chart. Impact derives from the orders of restitution issued and the funds ordered to be returned to aggrieved investors. The Division investigates all complaints received from the public regarding alleged violations of the Missouri Securities Act.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Securities Division	
Program is found in the following core budget(s): Operating Core	

2d. Provide a measure(s) of the program's efficiency.

The Securities Division serves the citizens of Missouri on a responsive basis and a specific measure of efficiency is not discernible. Efficiencies have been achieved in various ways, including ongoing cross training and the realignment of job responsibilities, while enhancing investor protection and education efforts.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	725,096	545,835	628,978	671,761
FEDERAL	0	0	0	0
OTHER	261,864	575,571	353,278	1,362,799
TOTAL	986,960	1,121,406	982,256	2,034,560
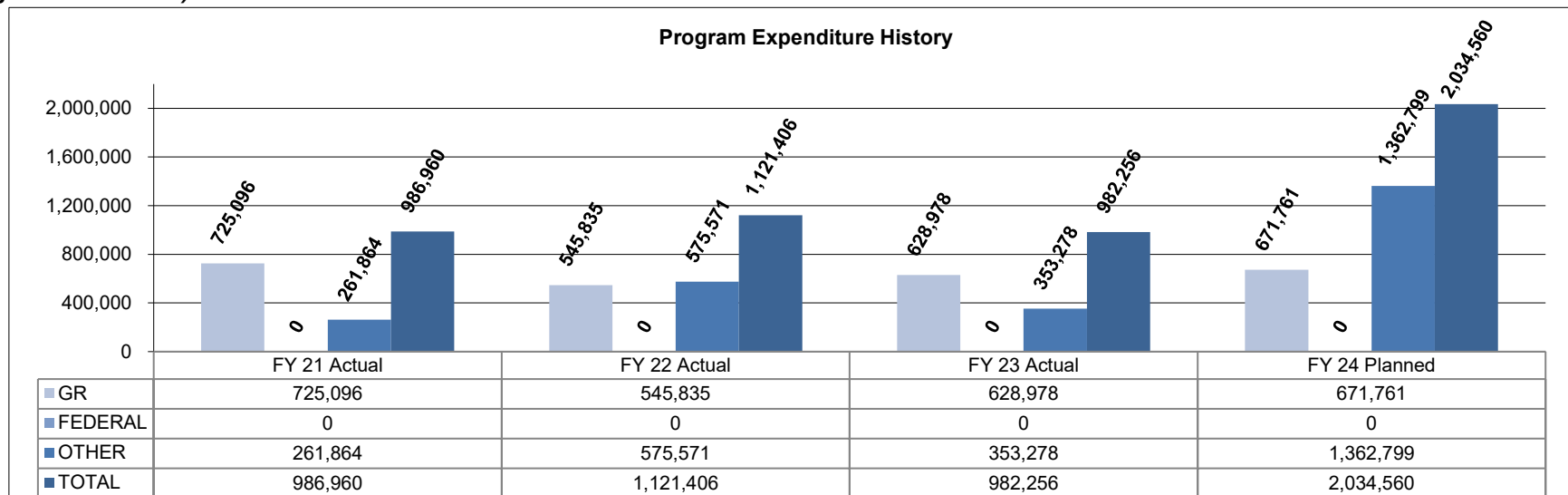
4. What are the sources of the "Other " funds?

Investor Education and Protection Fund (0829).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

The Statutes under Regulation of Securities, Chapter 409, RSMo:

Fraudulent and Other Prohibited Practices Section 409.107 et seq., RSMo, Missouri Takeover Bid Disclosure Act, Section 409.500 et seq., RSMo, Senior Savings Protection Act, Section 409.600 et seq., RSMo, Commodities, Regulation, 409.800 et seq., RSMo, Investments by Fiduciaries and Employee Retirement System, Section 409.950, Regulation of Business Opportunities, Section 409.1000, RSMo, and Missouri Securities Act of 2003, Section 409.1-101 et seq., RSMo, Family Trust Company Act, Section 362.1010 et seq., RSMo.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Business Services	
Program is found in the following core budget(s): Operating Core	

1a. What strategic priority does this program address?

Meeting the Constitutional mandate of Article IV Section 14 in respect to duties relating to corporations, attesting to acts of the governor and keeper of the "Great Seal of the State of Missouri". Providing third party services for those who are making and engaging in economic decisions.

1b. What does this program do?

The Business Services Division is comprised of four units: Notaries and Commissions, Corporations, Uniform Commercial Code and Safe at Home. The division oversees filing offices in Jefferson City, St. Louis, Kansas City and Springfield.

Commissions is responsible for receiving, filing and maintaining notary applications; documenting and providing certificates to gubernatorial appointees; processing certifications and apostilles for international documents; and handling foreign extraditions. Missouri has about 73,500 commissioned notaries.

Corporations is responsible for maintaining, receiving, and filing all corporate filings that are required by law for over 1,255,648 entities. In addition, Corporations handles service of process, PEO applications and filing and maintaining trademark and service mark registrations. Corporation's customers can access business records and images anytime through the Secretary of State's website.

Uniform Commercial Code is responsible for receiving, filing and maintaining notice filings for secured transactions as required by law.

The Safe at Home Program is an address confidentiality program which provides survivors of sexual assault, rape, stalking, human trafficking, domestic violence, or other crimes a substitute mailing address to use on new records they create with government agencies and the courts.

2a. Provide an activity measure(s) for the program.

A Business Services portal provides customers the ability to file corporation documents online, some with an instant response. Business Services tracks paper filing and electronic submissions. Business Services tracks notaries who utilize an online portal or paper to submit filings. Business Services tracks the number of authentications processed and in person visits by our customers in all four offices.

2b. Provide a measure(s) of the program's quality.

The Business Services Division measures the quality of work through customer compliments and comments.

2c. Provide a measure(s) of the program's impact.

Safe at Home has served over 8,800 participants since its inception in 2007. Each year the program continues to grow. In FY2023, the active participants (men, women and children) in the program were 3,447 and 1007 new participants were served - an average of 84 new participants per month. Business Services' customers can call the toll free 800 number, email or utilize the business portal website for filing, or present documents in person at one of our four offices, three of which are located in the largest cities in Missouri.

PROGRAM DESCRIPTION

Department   Secretary of State

HB Section(s):   12.055

Program Name   Business Services

Program is found in the following core budget(s): Operating Core

	Business Services Division Walk-Ins FY2023					Commissions Authentications/Apostilles FY2023					
Location	Jefferson	St. Louis	Kansas City	Springfield	Total	Location	Jefferson	St. Louis	Kansas City	Springfield	Total
AVG Month	302	585	241	154	1,207	Total	6,602	6,295	7,945	1,650	16,978
Year Total	3,618	7,017	2,896	1,847	15,378						

2d.   Provide a measure(s) of the program's efficiency.

Notary Filings FY2023				Corporation Filings FY2023				UCC Filings FY2023		
Online Filings	Paper Filings	Total		Online Filings	Paper Filings	Total		Online Filings	Paper Filings	Total
22,088	3,823	25,911		577,466	127,286	704,752		153,973	9,377	163,350
85%	15%			82%	18%			94%	6%	

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	1,854,963	1,982,894	2,080,150	2,345,679
FEDERAL	0	0	0	0
OTHER	0	0	0	0
TOTAL	1,854,963	1,982,894	2,080,150	2,345,679

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.055

Program Name   Business Services

Program is found in the following core budget(s): Operating Core

4. What are the sources of the "Other " funds?

  N/A.
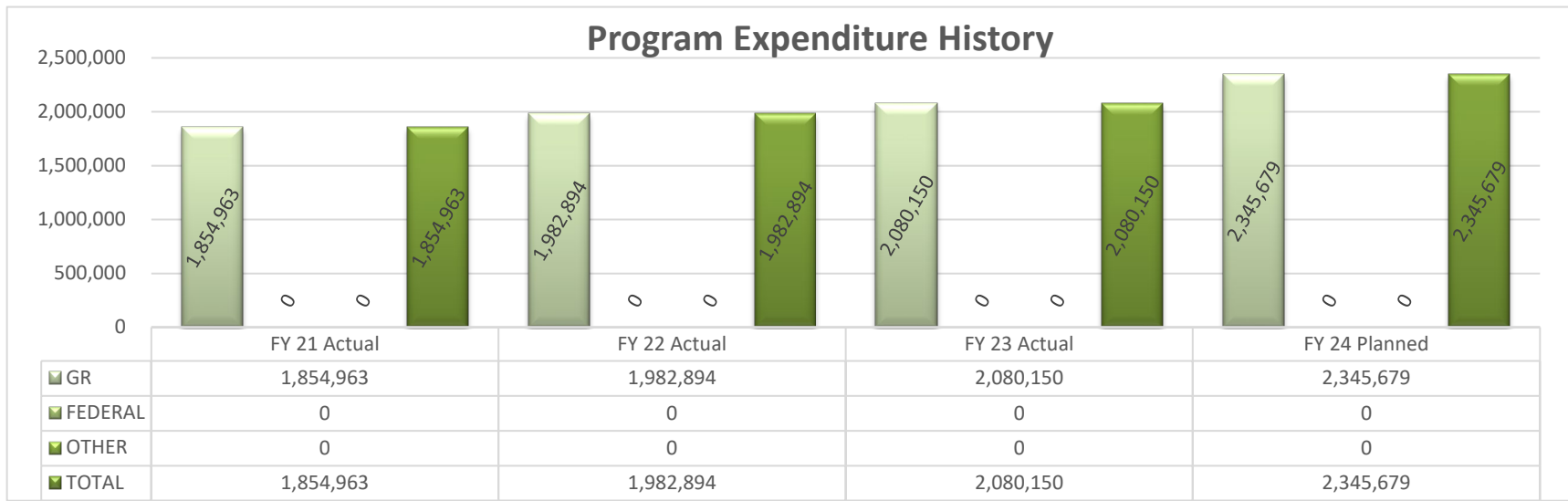
5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

  Missouri Statutes 28, 274, 347, 349, 351, 352, 354, 355, 356, 357, 358, 359, 362, 375, 380, 388, 394, 400, 417, 486, 506 and 589

6. Are there federal matching requirements? If yes, please explain.

  No.

7. Is this a federally mandated program? If yes, please explain.

  No.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Information Technology Division	
Program is found in the following core budget(s): Operating Core	

1a. What strategic priority does this program address?

To support every division within the Secretary of State office (SOS) and to accomplish the key missions for technology and infrastructure in information automation, protection, maintenance, technology, advancements and cyber security. The SOS monitors all its systems for any malicious activity and works daily to keep its systems secure. Additionally, the U.S. Department of Homeland Security has denoted elections systems as critical infrastructure.

1b. What does this program do?

The SOS Information Technology Division provides a full range of information systems management services to all sections of the office. Specific network infrastructure services provided to the SOS include basic help desk support; desktop, notebook and other computer peripheral installation, maintenance and management; printer installation management and maintenance; network design, installation, management and security, including routers, switches, firewalls and intrusion detection systems; and server installation, administration and management. Specific information system management services provided to the SOS include information system and business process analysis and design; information system development and maintenance; project management; and recovery and business continuity planning.

2a. Provide an activity measure(s) for the program.

The following measures have been identified as important in determining, managing and improving the overall activity.

	Actual
Average Service Request Ticket Volume	166/month
Number of Completed Projects/Initiatives	12
Office of Secretary of State Staff Served	Approx. 210
Local Elections Authorities and Staff Served	776

2b. Provide a measure(s) of the program's quality.

The following measures have been identified as important in determining, managing and improving the overall quality.

	Actual
Network Availability (Avg)	99.90%
Application Availability (Avg)	99.85%

2c. Provide a measure(s) of the program's impact.

The SOS IT Division supports all SOS staff as well as the local election authorities and their staff in each county. Additionally, the SOS IT Division indirectly supports the hundreds of thousands of citizens that interact with the other SOS divisions through their various online applications and services.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.055

Program Name   Information Technology Division

Program is found in the following core budget(s): Operating Core

2d. Provide a measure(s) of the program's efficiency.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

PROGRAM EXPENDITURE HISTORY

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
■ GR	859,775	812,674	822,197	1,027,613
■ FEDERAL	0	0	0	0
■ OTHER	2,350,905	3,133,652	3,125,402	3,620,958
■ TOTAL	3,210,680	3,946,326	3,947,599	4,648,571
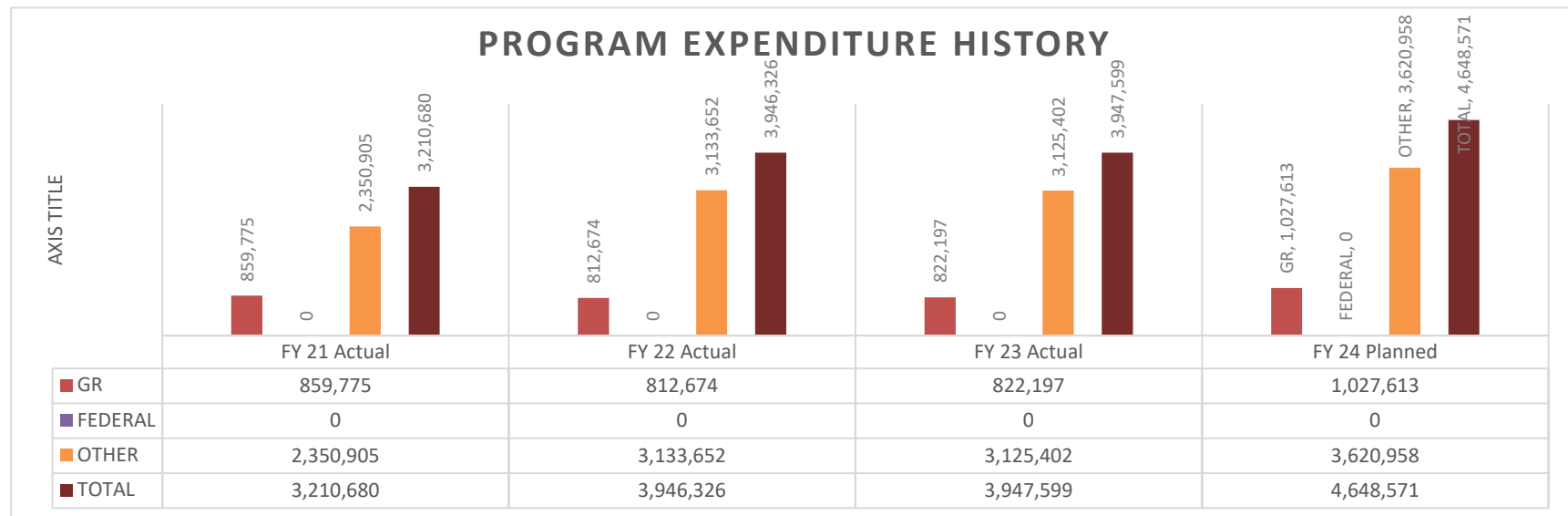
4. What are the sources of the "Other " funds?

Secretary of State Technology Trust Fund (0266).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statute 28.160.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

RANK: **4** OF **4**

Department	Secretary of State	**Budget Unit**	23140C
Division	Information Technology		
DI Name	Technology Trust Fund E & E Increase **DI#1231004**	**HB Section**	12.055

1. AMOUNT OF REQUEST

	FY 2025 Budget Request						**FY 2025 Governor's Recommendation**			
	GR	**Federal**	**Other**	**Total**			**GR**	**Federal**	**Other**	**Total**
PS	0	0	0	0		**PS**	0	0	0	0
EE	0	0	1,000,000	1,000,000		**EE**	0	0	0	0
PSD	0	0	0	0		**PSD**	0	0	0	0
TRF	0	0	0	0		**TRF**	0	0	0	0
Total	**0**	**0**	**1,000,000**	**1,000,000**		**Total**	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**		**FTE**	**0.00**	**0.00**	**0.00**	**0.00**

Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: (**0266**)

Other Funds:

Non-Counts:

Non-Counts:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion	**x**	Cost to Continue
	GR Pick-Up		Space Request	**x**	Equipment Replacement
	Pay Plan		Other:		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

RSMo Section 28.160; see #4 for explanation.

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

Inflation is increasing costs in areas around information systems including both hardware and professional services. The Secretary of State's office uses a 5 year replacement cycle on infrastructure hardware. This means inflation cost are compounded due to the fact that we are needing to replace equipment that has not been purchased for 5 years. The office takes seriously the many services and systems that are required by everyday residents of Missouri. The additional services and monitoring used to combat the ever growing cyber threats are complex and expensive to implement. Cybersecurity demands are expanding our cost at an even higher rate than most other areas. We continue to experience a steep year-over-year price increase in software as well as hardware and support, with some reaching 11 percent. In order to meet the technology needs of SOS, it requires additional appropriation authority from the Technology Trust Fund.

Department Secretary of State						**Budget Unit**	23140C	
Division Information Technology								
DI Name Technology Trust Fund E & E Increase **DI#1231004**						**HB Section**	12.055	

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
Computer Equipment (BOBC 4					1,000,000		1,000,000		
Total EE	**0**		**0**		**1,000,000**		**1,000,000**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**1,000,000**	**0.0**	**1,000,000**	**0.0**	**0**

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**

	NEW DECISION ITEM		
	RANK: ___4___	**OF** ___4___	

Department	Secretary of State	**Budget Unit**	23140C
Division	Information Technology		
DI Name	Technology Trust Fund E & E Increase **DI#1231004**	**HB Section**	12.055

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a.   Provide an activity measure(s) for the program.

The following measures have been identified as important in determining, managing and improving the overall activity.

	Actual
Average Service Request Ticket Volume	166/month
Number of Completed Projects/Initiatives	12
Office of Secretary of State Staff Served	Approx. 210
Local Elections Authorities and Staff Served	776

6b.   Provide a measure(s) of the program's quality.

The following measures have been identified as important in determining, managing and improving the overall quality.

	Actual
Network Availability (Avg)	99.90%
Application Availability (Avg)	99.85%

6c.   Provide a measure(s) of the program's impact.

The SOS IT Division supports all SOS staff as well as the local election authorities and their staff in each county. Additionally, the SOS IT Division indirectly supports the hundreds of thousands of citizens that interact with the other SOS divisions through their various online applications and services.

6d.   Provide a measure(s) of the program's efficiency.

N/A.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Increase funds to allow necessary technologies that are needed at the Missouri Secretary of State agency.

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
SECRETARY OF STATE								
Technology Trust Fund E&E Incr - 1231004								
COMPUTER EQUIPMENT	0	0.00	0	0.00	1,000,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**1,000,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$1,000,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$0	0.00	$0	0.00	$0	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$0	0.00	$0	0.00	$1,000,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Library Services	
Program is found in the following core budget(s): Operating Core	

1a. What strategic priority does this program address?

The State Library works to improve library service throughout Missouri and for state government. It provides leadership and expertise in library and information services, promotes the establishment and development of stronger libraries, and manages library service to all of Missouri state government.

1b. What does this program do?

Reference Services

The Reference Services Division of the Missouri State Library provides library and information services to Missouri state government employees in executive branch agencies, statewide offices, boards and commissions, courts, and the General Assembly. Library resources include searchable collections of digital journals, newspapers, eBooks and audiobooks, statistics, and government documents as well as print books, journals, and federal/state government publications. Reference Services also provides training to Missouri state government employees on the division's resources and useful workplace topics, publishes a monthly newsletter, maintains a digital library of Missouri state government publications, and contributes to MOBIUS, a statewide library consortium. Also, as a member of a global partnership of libraries and research institutions, Reference Services borrows materials for state employees from institutions across the world to help them serve Missouri's citizens.

Library Development

The Library Development Division of the Missouri State Library distributes state aid, federal and private grant funds and provides literacy and technical assistance, training and continuing education, and administrative guidance to local libraries. These programs strengthen and expand the quality and availability of library services appropriate to meet the educational, cultural, workforce, personal and social development needs of Missourians, particularly persons with difficulty using the library, those in underserved rural and urban areas, and those with limited functional literacy or information skills. Particular focus is given to assisting libraries in expanding early literacy activities to ensure children have the skills they need to learn to read; in providing summer reading programs to ensure children retain their reading skills over the summer; in implementing and expanding workforce development, small business and entrepreneurial services; resource sharing among libraries so that all library users can make use of materials in any library in the state; and technology assistance for the equipment and internet access needed to access information, support education, and apply for jobs.

2a. Provide an activity measure(s) for the program.

Reference Services FY23 statistics

85,216: Database uses by state employees

63,583: Visits to Reference Services web pages

5,554: State Library cardholders

1,329: New subscribers to the division's monthly newsletter, *Beyond the Stacks*.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.055
Program Name   Library Services
Program is found in the following core budget(s): Operating Core

Library Development statistics

State Aid to Public Libraries	FY2019	FY2020	FY2021	FY2022	FY2023
Eligible library districts, per FY	159	160	160	159	160
Population of library districts	5,460,313	5,457,118	5,462,497	5,460,313	5,627,557
State Aid funds distributed	$2,323,776	$3,504,001	$3,504,001	$3,504,001	$4,504,001

2b. Provide a measure(s) of the program's quality.

Reference Services

Reference Services maintains an emphasis on instructing state government employees in the effective use of the digital research tools provided by the division, such as journal articles, eBooks and audiobooks, reports, maps, and statistics, as well as freely available tools and professional development topics, crucial to the work these employees do for Missourians. Monthly webinars are freely provided to state employees, recordings made available to watch 24/7, and customized/individual trainings are offered upon request.

Customer Satisfaction from Reference Services' Webinars & Trainings:
1,129: The number of state employees who attended the 16 webinars & trainings Reference Services provided in FY23, with another 751 views of webinar recordings and tutorials.
   4.7: Average rating of the webinar's content on a 1-5 scale, with 5 as excellent.
   4.8: Average rating of the webinar's presenter on a 1-5 scale, with 5 as excellent.

Library Development	FY2019	FY2020	FY2021	FY2022	FY2023	
Training sessions	130	187	203	277	307	*There was a large increase in FY2020 as library staff made expanded and online training opportunities during the early stages of the pandemic.
Attendance	2,932	69,270	25,371	18,442	18,725	

Library staff give consistently high ratings to training provided, whether in person or online.

The independent evaluators of Missouri's Library Services and Technology Act (LSTA) FY2013-2017 found that "training efforts are closely tied to needs and to specific initiatives. This fact, in turn, helps to ensure the success of the State's substantial sub-grant activity. The evaluators also find ample evidence that suggests that participants in training have internalized what they have learned and that they are using it on an ongoing basis."

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Library Services	

Program is found in the following core budget(s): Operating Core

2c. Provide a measure(s) of the program's impact.

Reference Services FY23 statistics

377,804: Hits on Governor's Executive Orders on the Secretary of State's website, managed by Reference Services staff.

3,430: Digital state government documents added for a total of approximately 16,650 documents in the Internet Archive online repository. (https://archive.org/details/missouristatepublications).

2,306: Physical items checked out to Missouri state employees, libraries, citizens, and more.

886: Questions answered by Reference Services staff from state employees, library staff, and the general public.

Library Development

Federal Grants Awarded

Grantees are required to report impact of their individual projects, and describe how services are improved through acquisition of up-to-date technology or programs to reach populations with difficulty using libraries due to transportation or other barriers.

Federal Grants Awarded	**2019**	**2020**	**2021**	**2022**	**2023**
	188	194	220	197	154

Resource Sharing Statistics

Loans filled and requested by Missouri public libraries. Requests could be filled by libraries of all types in Missouri and beyond. Includes loans requested and filled as reported on the Public Library Survey.

Interlibrary Loans	**FY2019**	**FY2020**	**FY2021**	**FY2022**
Requested/Received	560,753	526,171	539,035	698,563

2d. Provide a measure(s) of the program's efficiency.

Reference Services: Interlibrary Loan Service FY23 statistics

924: Interlibrary loan requests handled by Reference Services. The division's interlibrary loan service is cost-effective and efficient by borrowing materials from another library, typically materials that would be expensive and cost-prohibitive to purchase outright. These materials support state employees working on timely topics such as offender rehabilitation, veterans treatment, maternal health, natural resources, wildlife conservation, mental and physical wellness, and more. Print materials are conveniently delivered to state employee offices, and in the case of digital articles, directly to their email.

122: Items in Reference Services' collections loaned to patrons of other libraries and research institutions.

17: Average number of clock hours for Reference Services staff to supply an interlibrary loan request from another library. In comparison, libraries that filled requests for Reference Services' patrons averaged a 53-hour turnaround time.

Department	Secretary of State		HB Section(s):	12.055

Program Name Library Services

Program is found in the following core budget(s): Operating Core

Library Development

The independent evaluator of Missouri's Library Services and Technology ACT (LSTA) FY2013-2017 Plan stated: "In the opinion of the evaluators, the Missouri State Library has, using the measure of leveraging a small amount of money to accomplish major results by strategically deploying funds, accomplished a great deal by very methodically and effectively carrying out the specific goals contained in its five-year LSTA Plan for 2013 – 2017. In the evaluators' considerable experience, few, if any, states have been as diligent in the implementation of their five-year plans. Furthermore, having worked with several dozen states on LSTA evaluations over the course of more than a decade, in our opinion, Missouri is exemplary in its management of a large and complex sub-grant program. The Missouri State Library has done what it said it would do in its five-year Plan and the state library agency's tracking of the outcome targets contained in the Plan is second to none."

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	1,025,964	1,254,494	1,106,664	1,200,366
FEDERAL	27,957	38,388	42,231	110,526
OTHER	0	0	0	0
TOTAL	1,053,921	1,292,882	1,148,895	1,310,892

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Library Services	

Program is found in the following core budget(s):   Operating Core

4. What are the sources of the "Other " funds?

  N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

  RSMo Ch181; Mo Constitution, Article X, Section 10. Library Services and Technology Act; Public Law 104-298, as amended.

6. Are there federal matching requirements? If yes, please explain.

  Expenditures made from this appropriation are used to meet the 34% match required on the grants received from the Institute of Museum and
Library Services (IMLS).

7. Is this a federally mandated program? If yes, please explain.

  No.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.055
Program Name Wolfner Library	
Program is found in the following core budget(s): Operating Core	

1a. What strategic priority does this program address?

The mission of Wolfner Talking Book and Braille Library is to provide informational and recreational materials in audio, braille and large print formats free of charge to Missourians who are unable to use standard print materials due to blindness, visual or physical impairment, or a reading disability. Wolfner Library also provides disability-related information to the public.

1b. What does this program do?

The Wolfner Talking Book and Braille Library is a free library service available to anyone in the State of Missouri certified by a qualifying authority as described in the application as unable to read standard print materials due to a visual, physical, or reading disability. The library collection consists of more than 300,000 items in different formats: digital audio cartridges, braille, print/braille, large print, games, and magazines. Wolfner Library staff also facilitate patron downloading of digital books from BARD (Braille and Audio Reading Download), a national repository of talking books for eligible citizens. The Library also provides the necessary digital players for using the recorded materials. Book, magazines, and machines are mailed via USPS to and from library patrons at no charge to the user. Currently, over 8,500 print disabled Missourians are registered to use Wolfner Library services. This represents about 10% of those eligible for services. The goal is to increase that to 15% through an energized outreach program. The Wolfner Recording Studio produces recorded books with Missouri connections (author, theme, location) and makes them available for circulation or for download on BARD, making the Wolfner collection available to patrons nationwide. Recording is done by volunteers; the actual audio processing is done by Wolfner staff. Wolfner has recorded over 1,000 titles. Wolfner offers many programs for patrons to participate in. Those programs include summer reading for youth and adults, an adult winter reading challenge, book clubs, and webinars to introduce statewide services. Wolfner also offers book club kits, STEM kits, and early literacy kits for use with groups of patrons.

2a. Provide an activity measure(s) for the program.

	FY19	FY20	FY21	FY22	FY23
Circulation (check out) of materials	600,726	513,782	515,854	693,987	818,869
Active users	9,681	11,857	10,709	6,970	8,581

2b. Provide a measure(s) of the program's quality.

Customer Satisfaction Survey
(Conducted in odd numbered years)

	FY17	FY19	FY21	FY23
Wolfner staff is courteous	88.50%	91.20%	96.40%	98.90%
Overall quality is Good or Excellent	98.80%	97.80%	98.40%	98.20%

Department	Secretary of State	HB Section(s):	12.055

Program Name   Wolfner Library

Program is found in the following core budget(s):   Operating Core

2c.   Provide a measure(s) of the program's impact.

	FY19	FY20	FY21	FY22	FY23
Outreach Activities	67	58	16	30	43
Patron participation in programs	217	427	446	318	826
New Patrons Added	1,276	1,134	1,062	1,068	1183

2d.   Provide a measure(s) of the program's efficiency.

	FY19	FY20	FY21	FY22	FY23
Circulation of books per Active Patron	62	43	48	100	95

3.   Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	613,233	456,985	466,548	861,820
FEDERAL	241,009	200,473	224,963	359,337
OTHER	6,558	3,262	6,167	30,000
TOTAL	860,800	660,720	697,678	1,251,157
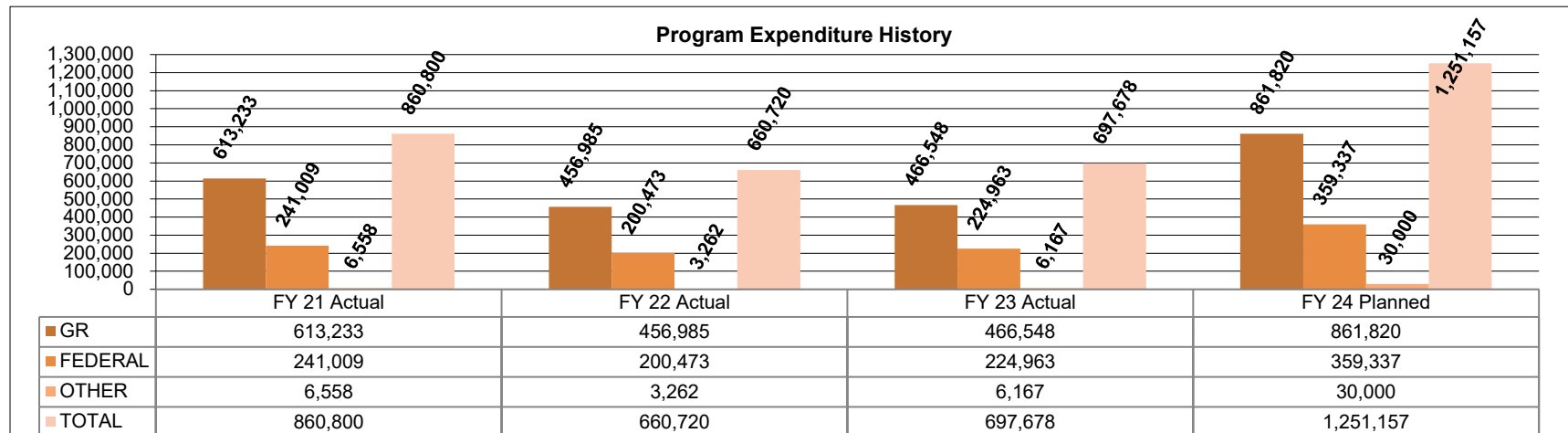
4.   What are the sources of the "Other " funds?

Wolfner Library Trust Fund (0928).

5.   What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes 181.065 and PL 89-522.

6.   Are there federal matching requirements? If yes, please explain.

No.

7.   Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23142C
Division	Administrative Services			
Core	Federal Grants, Donations, Projects		HB Section	12.060

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	72,014	0	72,014	EE	0	0	0	0
PSD	0	127,986	0	127,986	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**200,000**	**0**	**200,000**	Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	FTE	**0.00**	**0.00**	**0.00**	**0.00**

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

The Office of the Secretary of State requests this appropriation to provide a means of receiving and expending funds that become available during the fiscal year from grants, contracts, or gifts from the federal government, other governmental entities, and private sources. Similar appropriations have been provided for many years to a number of departments of state government such as the Department of Elementary and Secondary Education, the Department of Health and Senior Services, the Department of Mental Health, and the Department of Social Services. This request continues in accordance with recommendations from OA, Budget and Planning, regarding open-ended federal appropriations.

3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23142C
Division	Administrative Services		
Core	Federal Grants, Donations, Projects	HB Section	12.060

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	200,000	200,000	200,000	200,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	200,000	200,000	200,000	200,000
Actual Expenditures (All Funds)	0	0	85,779	0
Unexpended (All Funds)	200,000	200,000	114,221	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	200,000	200,000	114,221	N/A
Other	0	0	0	N/A

*Current Year restricted amount is as of _____.

Actual Expenditures (All Funds)

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

In FY23, the Securities Division received a grant from the Trustees of the Investor Protection Trust (IPT) to implement the "Missouri Investor Education and Protection: Enhanced Post-Pandemic Outreach Campaign" program totaling $85,779.
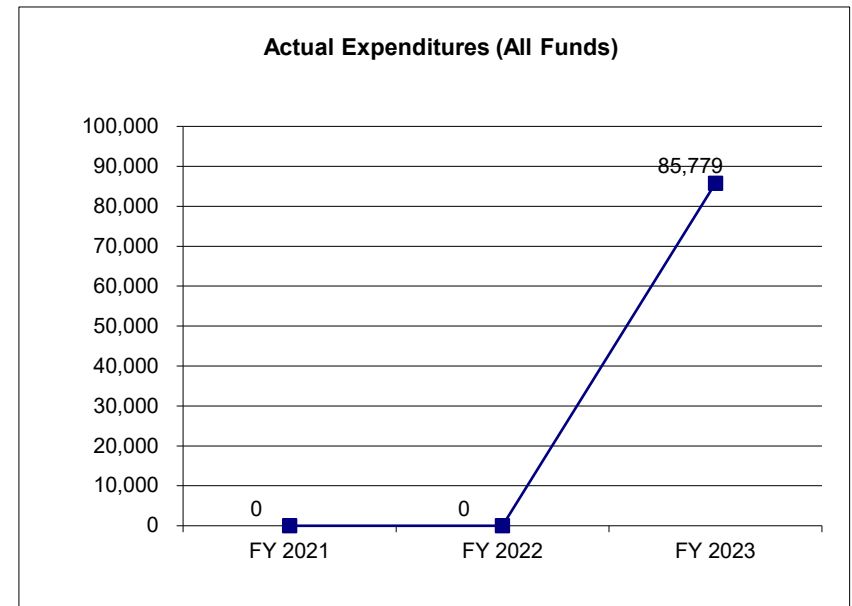
STATE
GRANTS AND PROJECTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	72,014	0	72,014	
	PD	0.00	0	127,986	0	127,986	
	Total	**0.00**	**0**	**200,000**	**0**	**200,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	72,014	0	72,014	
	PD	0.00	0	127,986	0	127,986	
	Total	**0.00**	**0**	**200,000**	**0**	**200,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	72,014	0	72,014	
	PD	0.00	0	127,986	0	127,986	
	Total	**0.00**	**0**	**200,000**	**0**	**200,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
GRANTS AND PROJECTS								
CORE								
EXPENSE & EQUIPMENT								
SECRETARY OF STATE-FED & OTHER	85,779	0.00	72,014	0.00	72,014	0.00	0	0.00
TOTAL - EE	85,779	0.00	72,014	0.00	72,014	0.00	0	0.00
PROGRAM-SPECIFIC								
SECRETARY OF STATE-FED & OTHER	0	0.00	127,986	0.00	127,986	0.00	0	0.00
TOTAL - PD	0	0.00	127,986	0.00	127,986	0.00	0	0.00
TOTAL	**85,779**	**0.00**	**200,000**	**0.00**	**200,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$85,779**	**0.00**	**$200,000**	**0.00**	**$200,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
GRANTS AND PROJECTS								
CORE								
TRAVEL, IN-STATE	0	0.00	1,000	0.00	1,000	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	0	0.00	33,000	0.00	33,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1	0.00	1	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	85,779	0.00	38,000	0.00	38,000	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	0	0.00	1	0.00	1	0.00	0	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	1	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - EE	**85,779**	**0.00**	**72,014**	**0.00**	**72,014**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	127,986	0.00	127,986	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**127,986**	**0.00**	**127,986**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$85,779**	**0.00**	**$200,000**	**0.00**	**$200,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$85,779**	**0.00**	**$200,000**	**0.00**	**$200,000**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.060

Program Name   Grants and Projects

Program is found in the following core budget(s):   Administrative Services

1a. What strategic priority does this program address?

1b. What does this program do?

The Office of the Secretary of State requests this appropriation to provide a means of receiving and expending funds that become available during the fiscal year from grants, contracts, or gifts from the federal government, other governmental entities, and private sources. Similar appropriations have been provided for many years to a number of departments of state government such as DESE, DHSS, DMH, and DSS. This request continues in accordance with recommendations from OA, Budget and Planning, regarding open-ended federal appropriations.

2a.   Provide an activity measure(s) for the program.

Not applicable since this appropriation can be used for several various purposes.

2b. Provide a measure(s) of the program's quality.

Not applicable since this appropriation can be used for various purposes.

2c.   Provide a measure(s) of the program's impact.

This appropriation allows for receipt of miscellaneous grants, contracts, or gifts that would otherwise not be allowed to be expended due to not having appropriation authority.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.060
Program Name   Grants and Projects
Program is found in the following core budget(s):   Administrative Services

2d. Provide a measure(s) of the program's efficiency.

Not applicable since this appropriation can be used for various purposes.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	0	0
FEDERAL	0	0	85,779	200,000
OTHER	0	0	0	0
TOTAL	0	0	85,779	200,000

4. What are the sources of the "Other " funds?

N/A.
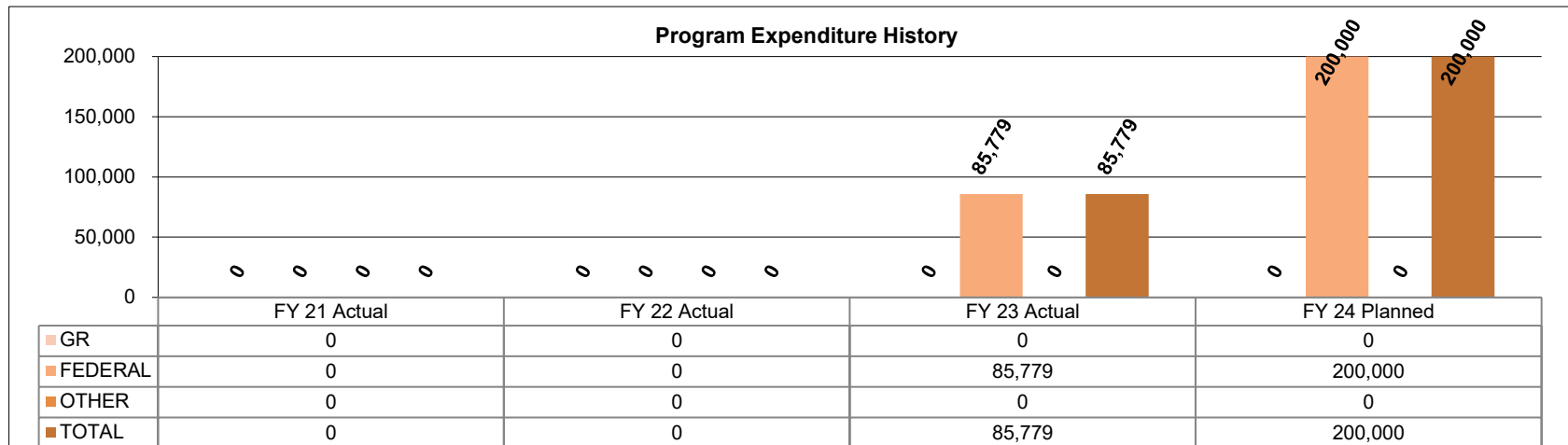
5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

N/A.

6. Are there federal matching requirements? If yes, please explain.

This is dependent on the grant(s) utilizing this appropriation.

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23145C
Division	Refunds Core			
Core	Refunds		HB Section	12.065

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	50,000	0	10,000	60,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**50,000**	**0**	**10,000**	**60,000**	Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	FTE	**0.00**	**0.00**	**0.00**	**0.00**

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Technology Trust Fund (0266)

Other Funds: Technology Trust Fund (0266)

2. CORE DESCRIPTION

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds. This appropriation is used for refunds occurring in all areas within the office except special funds.

Most refunds for prior fiscal years were due to overpayments received in the form of checks in our Business Services area. Other divisions may utilize this appropriation as needed.

3. PROGRAM LISTING (list programs included in this core funding)

Refunds

Department	Secretary of State				**Budget Unit**	23145C
Division	Refunds Core					
Core	Refunds				**HB Section**	12.065

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	60,000	60,000	60,000	60,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	60,000	60,000	60,000	60,000
Actual Expenditures (All Funds)	51,442	14,007	14,884	0
Unexpended (All Funds)	8,558	45,993	45,116	N/A
Unexpended, by Fund:				
General Revenue	3,868	37,613	36,371	0
Federal	0	0	0	N/A
Other	4,690	8,380	8,745	N/A
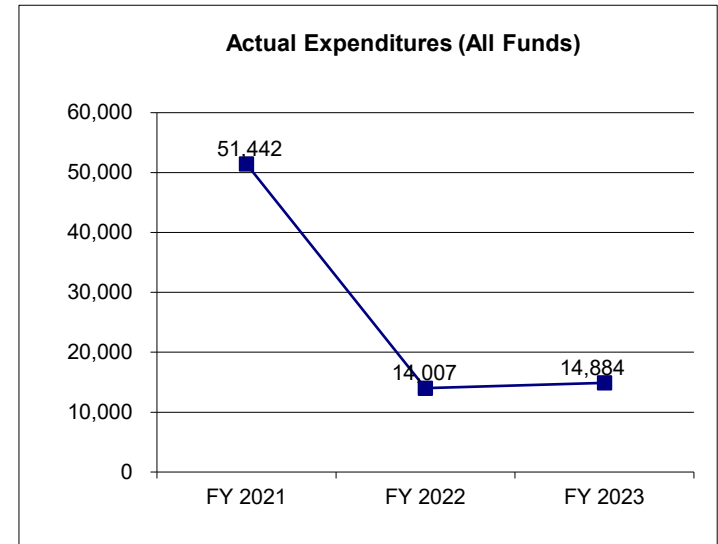
Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

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STATE

REFUNDS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	50,000	0	10,000	60,000	
	Total	**0.00**	**50,000**	**0**	**10,000**	**60,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	50,000	0	10,000	60,000	
	Total	**0.00**	**50,000**	**0**	**10,000**	**60,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	50,000	0	10,000	60,000	
	Total	**0.00**	**50,000**	**0**	**10,000**	**60,000**	

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
REFUNDS								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	13,629	0.00	50,000	0.00	50,000	0.00	0	0.00
SEC OF ST TECHNOLOGY TRUST	1,255	0.00	10,000	0.00	10,000	0.00	0	0.00
TOTAL - PD	14,884	0.00	60,000	0.00	60,000	0.00	0	0.00
TOTAL	**14,884**	**0.00**	**60,000**	**0.00**	**60,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$14,884**	**0.00**	**$60,000**	**0.00**	**$60,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
REFUNDS								
CORE								
REFUNDS	14,884	0.00	60,000	0.00	60,000	0.00	0	0.00
TOTAL - PD	**14,884**	**0.00**	**60,000**	**0.00**	**60,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$14,884**	**0.00**	**$60,000**	**0.00**	**$60,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$13,629	0.00	$50,000	0.00	$50,000	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$1,255	0.00	$10,000	0.00	$10,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.065
Program Name Refunds Core	
Program is found in the following core budget(s): Refunds	

1a. What strategic priority does this program address?

1b. What does this program do?

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds. This appropriation is used for refunds occurring in all areas within the office.

2a. Provide an activity measure(s) for the program.
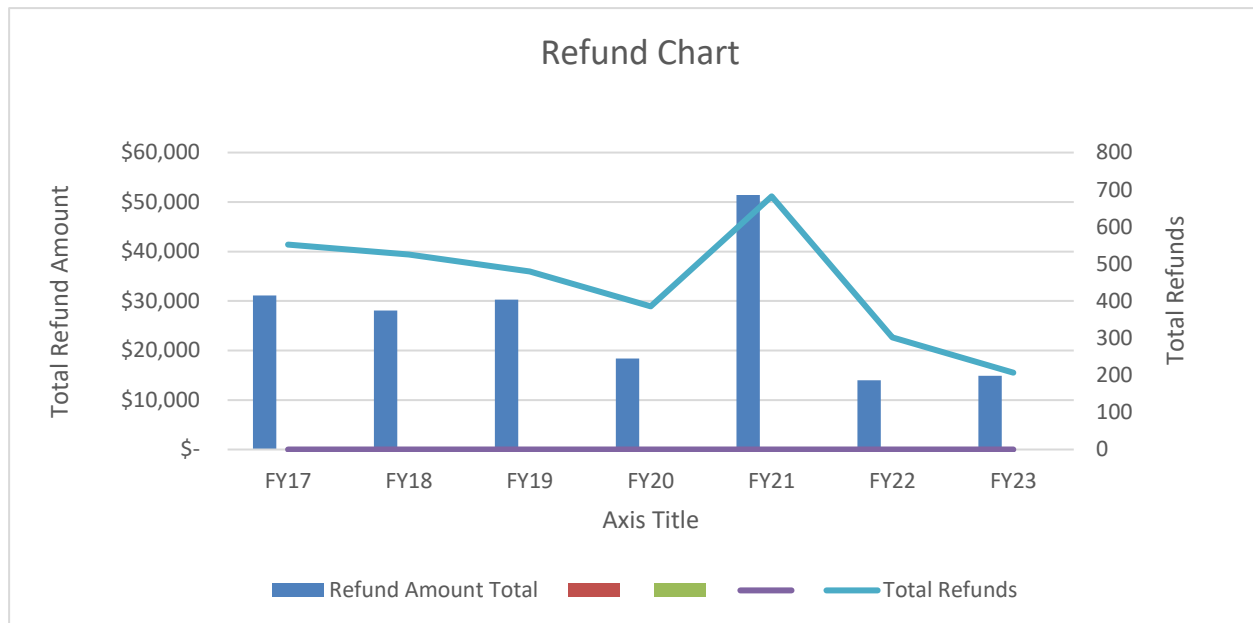
Refund Chart

2b. Provide a measure(s) of the program's quality.

2c. Provide a measure(s) of the program's impact.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.065

Program Name   Refunds Core

Program is found in the following core budget(s):   Refunds

2d. Provide a measure(s) of the program's efficiency.

Rather than return a check for an incorrect amount and delay processing of the filing or other services, this office deposits the check and refunds the excess fee(s) collected. These refunds provide faster and better service for customers of the Office of the Secretary of State.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
■ GR	46,132	12,387	13,629	50,000
■ FEDERAL	0	0	0	0
■ OTHER	5,310	1,620	1,255	10,000
■ TOTAL	51,442	14,007	14,884	60,000
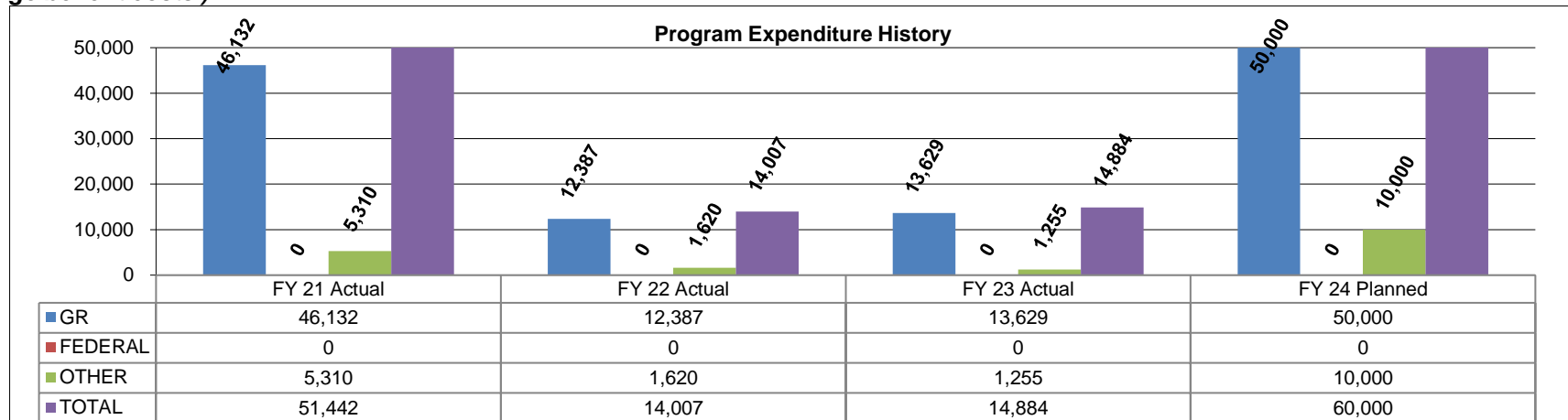
4. What are the sources of the "Other " funds?

Technology Trust Fund (0266)

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Constitution.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23149C
Division	Securities			
Core	Investor Restitution		HB Section	12.070

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	2,000,000	2,000,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**0**	**2,000,000**	**2,000,000**	Total	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds: Investor Restitution (0741).

Other Funds: Investor Restitution (0741).

2. CORE DESCRIPTION

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing to aggrieved investors disgorgement or restitution funds obtained through Securities Division enforcement actions. During the course of a year, it is never known how much money might be paid into the fund, or needed for distribution from the fund. In 2013, one case resulted in $1.6 million returned to investors. A one-time transfer of $5,340,785 from the Investor Restitution Fund to the Investor Education and Protection Fund (0829) was completed in FY20.

3. PROGRAM LISTING (list programs included in this core funding)

Investor Restitution

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23149C
Division	Securities			
Core	Investor Restitution		HB Section	12.070

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	2,000,000	2,000,000	2,000,000	2,000,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	2,000,000	2,000,000	2,000,000	2,000,000
Actual Expenditures (All Funds)	88,783	170,465	139,792	0
Unexpended (All Funds)	1,911,217	1,829,535	1,860,208	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	1,911,217	1,829,535	1,860,208	N/A
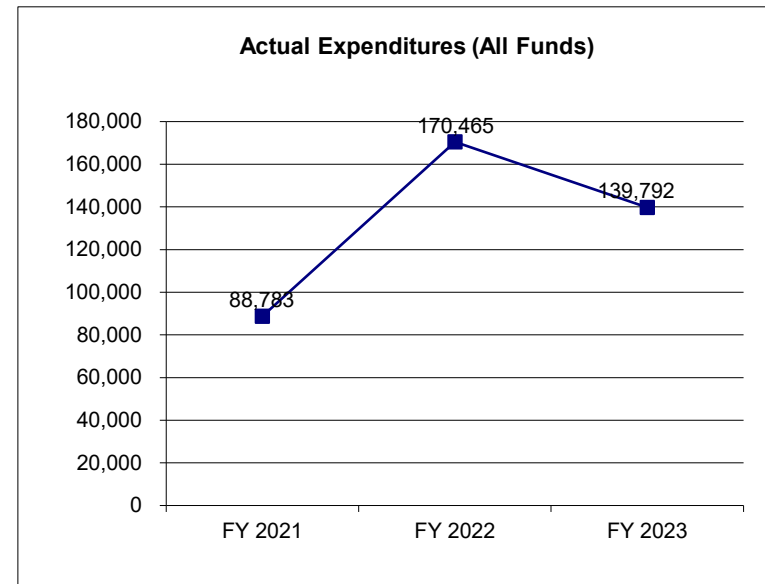
Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

Restitution paid to aggrieved investors securities fraud victims is dependent on enforcement proceedings and court orders and cannot be projected. A one-time transfer of $5,340,785 from the Investor Restitution Fund to the Investor Education and Protection Fund (0829) was completed in FY20.

STATE
INVESTORS' RESTITUTION

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	2,000,000	2,000,000	
	Total	**0.00**	**0**	**0**	**2,000,000**	**2,000,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	2,000,000	2,000,000	
	Total	**0.00**	**0**	**0**	**2,000,000**	**2,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	2,000,000	2,000,000	
	Total	**0.00**	**0**	**0**	**2,000,000**	**2,000,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
INVESTORS' RESTITUTION								
CORE								
PROGRAM-SPECIFIC								
INVESTOR RESTITUTION FUND	139,792	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL - PD	139,792	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL	**139,792**	**0.00**	**2,000,000**	**0.00**	**2,000,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$139,792**	**0.00**	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
INVESTORS' RESTITUTION								
CORE								
PROGRAM DISTRIBUTIONS	139,792	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL - PD	**139,792**	**0.00**	**2,000,000**	**0.00**	**2,000,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$139,792**	**0.00**	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$0	0.00	$0	0.00	$0	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$139,792	0.00	$2,000,000	0.00	$2,000,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.070
Program Name Investor Restitution	
Program is found in the following core budget(s): Securities	

1a. What strategic priority does this program address?

The Investor Restitution Fund is a means by which the Securities Division pays restitution to aggrieved investors received from securities law violators subject to Securities Division Enforcement actions.

1b. What does this program do?

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing to aggrieved investors disgorgement or restitution funds obtained through Securities Division enforcement actions.

2a. Provide an activity measure(s) for the program.

Investor Restitution

	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Payment Amount	$188,828.00	$366,145.00	$121,228.00	$88,676.00	$88,783.00	$170,465.00	$139,792.00
Payments	106	122	127	125	97	107	64
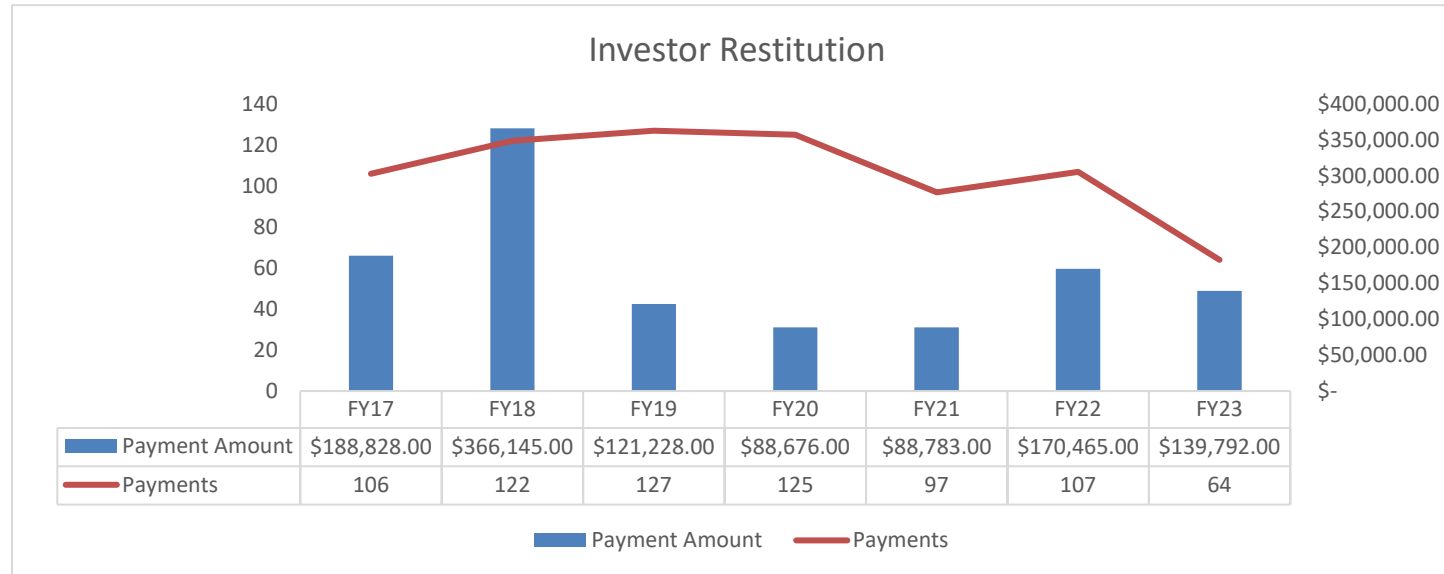
2b. Provide a measure(s) of the program's quality.

The Investor Restitution Fund has the sole focus of remitting funds back to aggrieved investors as per the Enforcement orders of the Securities Division.

2c. Provide a measure(s) of the program's impact.

PROGRAM DESCRIPTION

Department	Secretary of State		HB Section(s):	12.070

Program Name	Investor Restitution

Program is found in the following core budget(s): Securities

2d. Provide a measure(s) of the program's efficiency.

All of the restitution funds collected are for the benefit of the aggrieved investors. The Securities Division makes full efforts to identify the aggrieved investors and remit the appropriate funds to them.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	0	0
FEDERAL	0	0	0	0
OTHER	88,783	170,465	139,792	2,000,000
TOTAL	88,783	170,465	139,792	2,000,000
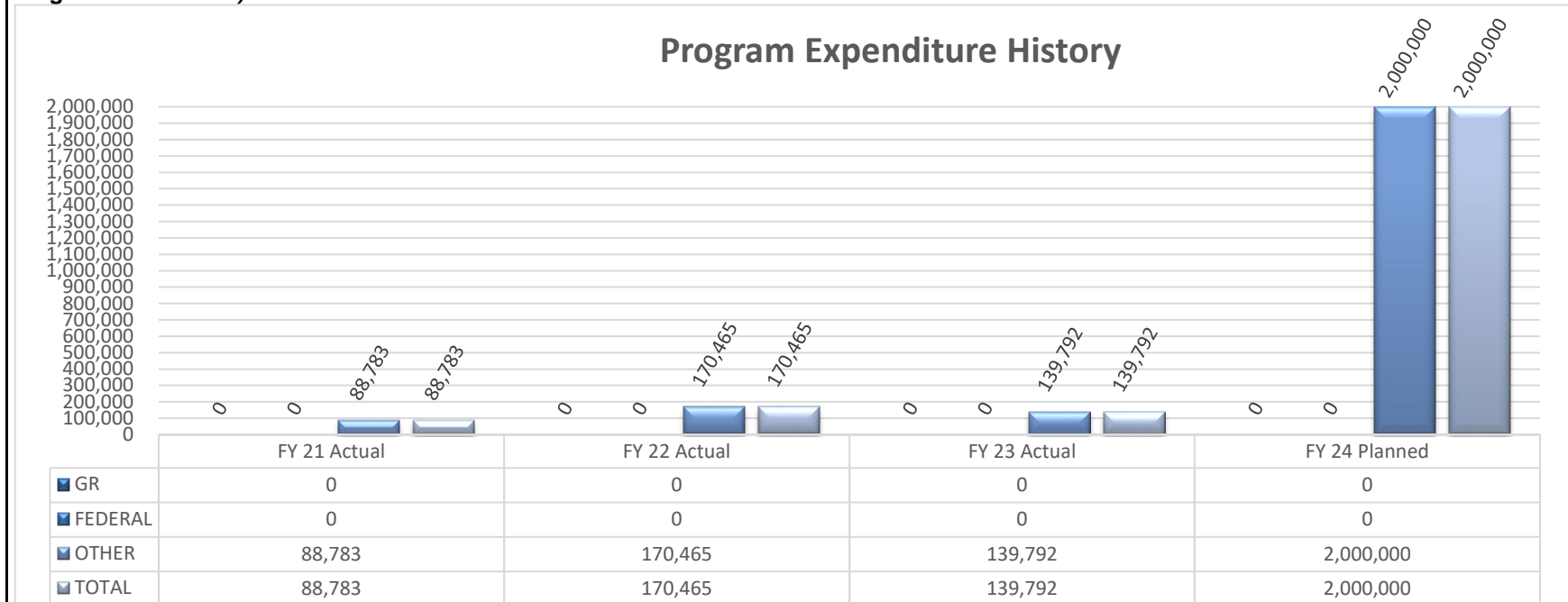
4. What are the sources of the "Other " funds?

Investor Restitution Fund (0741).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 409.6-603(e), RSMo.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23152C
Division	Securities			
Core	Family Trust Company		HB Section	12.075

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	20,000	20,000	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**0**	**20,000**	**20,000**	Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	FTE	**0.00**	**0.00**	**0.00**	**0.00**

Est. Fringe	0	0	0	0		*Est. Fringe*	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds: Family Trust Company Fund (0810)

Other Funds: Family Trust Company Fund (0810)

2. CORE DESCRIPTION

House Bill 292 was passed in 2017 and RSMo 362.1015(8) allows for a family trust company to be defined as a corporation or limited liability company organized or qualified to do business in Missouri that is wholly owned and exclusively controlled by one or more family members that operates for the exclusive benefit of a family member regardless of whether compensation is received or anticipated.

Fees collected by the Secretary of State and deposited into the Family Trust Company Fund will be used for the sole purpose of supporting the secretary's role and fulfillment of duties in RSMo 362.1010 to 362.1117.

3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

Department Secretary of State	**Budget Unit** 23152C
Division Securities	
Core Family Trust Company	**HB Section** 12.075

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	20,000	20,000	20,000	20,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	20,000	20,000	20,000	20,000
Actual Expenditures (All Funds)	0	0	0	0
Unexpended (All Funds)	20,000	20,000	20,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	20,000	20,000	20,000	N/A

Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:
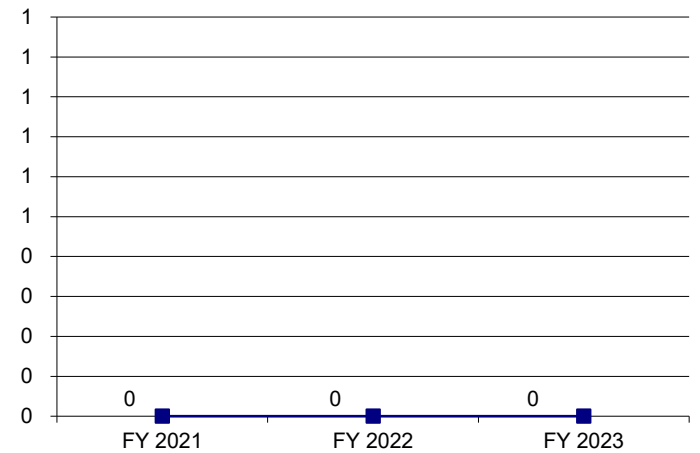
STATE
FAMILY TRUST COMPANY FUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	20,000	20,000	
	Total	**0.00**	**0**	**0**	**20,000**	**20,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	20,000	20,000	
	Total	**0.00**	**0**	**0**	**20,000**	**20,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	20,000	20,000	
	Total	**0.00**	**0**	**0**	**20,000**	**20,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FAMILY TRUST COMPANY FUND								
CORE								
EXPENSE & EQUIPMENT								
FAMILY TRUST COMPANY FUND	0	0.00	20,000	0.00	20,000	0.00	0	0.00
TOTAL - EE	0	0.00	20,000	0.00	20,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**20,000**	**0.00**	**20,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FAMILY TRUST COMPANY FUND								
CORE								
PROFESSIONAL SERVICES	0	0.00	20,000	0.00	20,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**20,000**	**0.00**	**20,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.075

Program Name Family Trust Company

Program is found in the following core budget(s) Family Trust Company

1a. What strategic priority does this program address?

1b. What does this program do?

House Bill 292 was passed in 2017 and RSMo 362.1015(8) allows for a family trust company to be defined as a corporation or limited liability company organized or qualified to do business in Missouri that is wholly owned and exclusively controlled by one or more family members that operates for the exclusive benefit of a family member regardless of whether compensation is received or anticipated.

2a.   Provide an activity measure(s) for the program.

To date, four family trust companies have been filed with the Office of the Secretary of State.

2b. Provide a measure(s) of the program's quality.

2c.   Provide a measure(s) of the program's impact.

2d.   Provide a measure(s) of the program's efficiency.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
50,000				
40,000				
30,000				
20,000				
10,000				
0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0

□GR ☑FEDERAL ■OTHER ▤TOTAL

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):** _____ 12.075 _____

Program Name   Family Trust Company

Program is found in the following core budget(s) Family Trust Company

4. What are the sources of the "Other " funds?

  Family Trust Company Fund (0810).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

  RSMo 362.010.

6. Are there federal matching requirements? If yes, please explain.
  No.

7. Is this a federally mandated program? If yes, please explain.
  No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23151C
Division	Elections			
Core	Elections Public Notice		HB Section	12.080

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	1	0	0	1	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	1	0	0	1	Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0

Est. Fringe	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

Article XII Section 2(b) and Section 116.260, RSMo. requires the Office of the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted on at an election. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly as well as the overall length of the proposal.

3. PROGRAM LISTING (list programs included in this core funding)

Elections Public Notice

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23151C
Division	Elections			
Core	Elections Public Notice		HB Section	12.080

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	1,500,001	0	5,250,001	1
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	1,500,001	0	5,250,001	1
Actual Expenditures (All Funds)	1,276,614	0	3,014,064	0
Unexpended (All Funds)	223,387	0	2,235,937	N/A
Unexpended, by Fund:				
General Revenue	223,387	0	2,235,937	1
Federal	0	0	0	N/A
Other	0	0	0	N/A
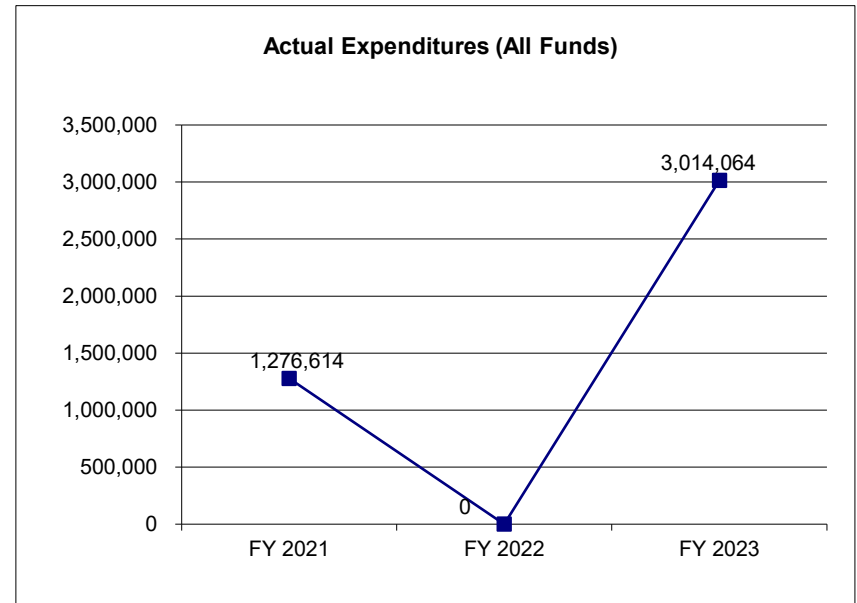
*Current Year restricted amount is as of _____.

Actual Expenditures (All Funds)

[Line graph showing Actual Expenditures (All Funds): FY 2021 = 1,276,614; FY 2022 = 0; FY 2023 = 3,014,064. Y-axis ranges from 0 to 3,500,000.]

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

STATE
ELECTIONS PUBLIC NOTICE

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
DEPARTMENT CORE REQUEST							
	EE	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ELECTIONS PUBLIC NOTICE								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	3,014,064	0.00	1	0.00	1	0.00	0	0.00
TOTAL - EE	3,014,064	0.00	1	0.00	1	0.00	0	0.00
TOTAL	**3,014,064**	**0.00**	**1**	**0.00**	**1**	**0.00**	**0**	**0.00**
Elections Public Notice Incr - 1231003								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	3,100,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	3,100,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**3,100,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,014,064**	**0.00**	**$1**	**0.00**	**$3,100,001**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ELECTIONS PUBLIC NOTICE								
CORE								
PROFESSIONAL SERVICES	3,014,064	0.00	1	0.00	1	0.00	0	0.00
TOTAL - EE	**3,014,064**	**0.00**	**1**	**0.00**	**1**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,014,064**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$3,014,064	0.00	$1	0.00	$1	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00

PROGRAM DESCRIPTION

Department   Department Secretary of State   **HB Section(s):**   12.080

Program Name   Elections Public Notice

Program is found in the following core budget(s):   Elections

1a. What strategic priority does this program address?

This program provides a mechanism by which Missouri voters can make informed decisions on proposed ballot initiatives and amendments. By publishing the full-text of the proposed ballot measures, voters can read, in its entirety, the proposed changes or additions, and thus make a decision based on a full understanding of the issue, not merely on an abbreviated synopsis or sound bites.

1b. What does this program do?

This requirement provides for the publication in local newspapers of the full text of statewide ballot measures as required by the Missouri Constitution and Missouri law. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly.

2a.   Provide an activity measure(s) for the program.

Through this program, the full text of statewide ballot measures are printed in newspapers across Missouri.

2b. Provide a measure(s) of the program's quality.

2c.   Provide a measure(s) of the program's impact.

Based on circulation numbers, millions of Missourians are serviced by the newspapers in which the full text of statewide ballot measures are printed. Therefore, millions of potential voters are provided an opportunity to review the full text of proposed issues before voting on those measures.

2d. Provide a measure(s) of the program's efficiency.

PROGRAM DESCRIPTION

Department Department Secretary of State	**HB Section(s):** 12.080
Program Name Elections Public Notice	
Program is found in the following core budget(s): Elections	

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	1,276,614		3,014,064	1
FEDERAL				
OTHER				
TOTAL	1,276,614	0	3,014,064	1

Bars labeled: 1,276,614 (FY 21), 1,276,614, 3,014,064 (FY 23), 3,014,064

Legend: GR   FEDERAL   OTHER   TOTAL

4. What are the sources of the "Other " funds?

N/A.
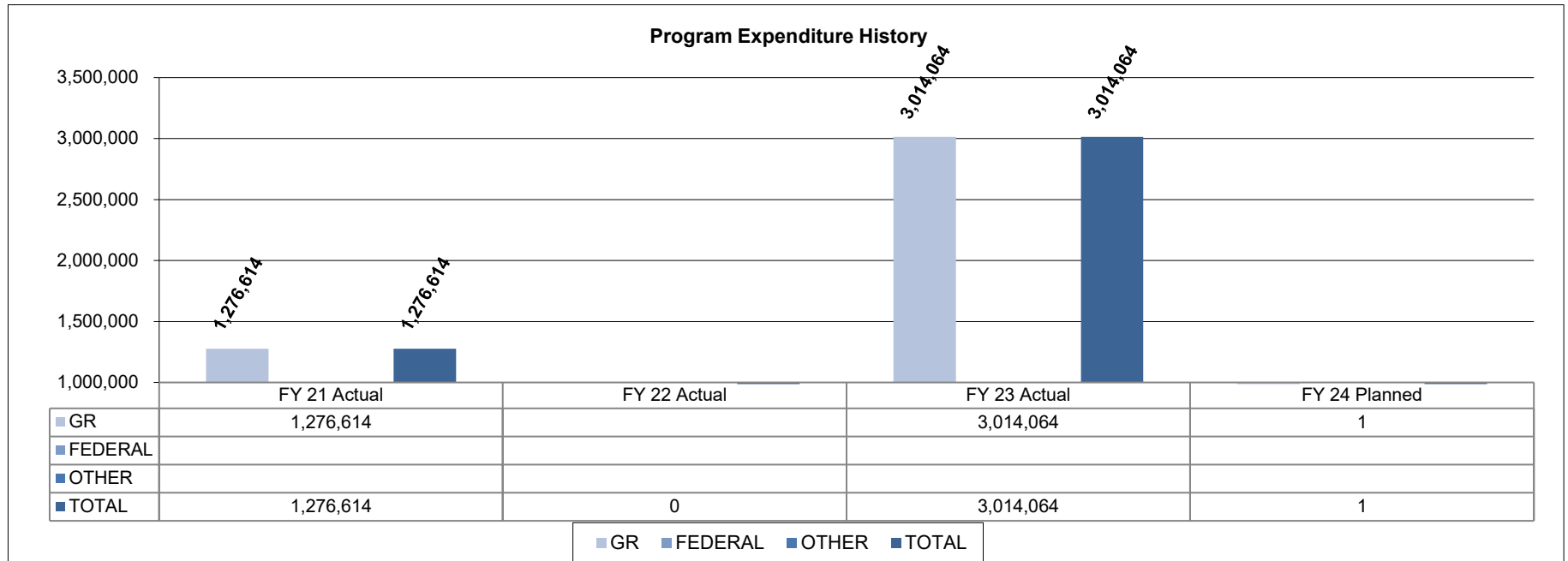
5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Constitution, Article XII, Section 2(b) and Section 116.260, RSMo.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

Department	Secretary of State		Budget Unit	23151C
Division	Elections			
DI Name	Elections Public Notice	DI#1231003	HB Section	12.080

1. AMOUNT OF REQUEST

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	3,100,000	0	0	3,100,000	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**3,100,000**	**0**	**0**	**3,100,000**	Total	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Non-Counts:

Other Funds:

Non-Counts:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation			New Program			Fund Switch
	Federal Mandate			Program Expansion			Cost to Continue
	GR Pick-Up			Space Request			Equipment Replacement
	Pay Plan	**x**		Other:	Increase to publish election notices in FY25		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

Missouri Constitution, Article XII, Section 2(b) and 116.260 RSMo require the Secretary of State to publish the full text of each statewide ballot measure in local newspapers prior to an election. Additional funds are required to cover the cost of publishing the measures in local newspapers, which provides Missouri voters with necessary material to make informed voting choices. This request will allow the State to meet its constitutional and statutory obligations during FY25.

Department	Secretary of State		Budget Unit	23151C
Division	Elections			
DI Name	Elections Public Notice	DI#1231003	HB Section	12.080

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The cost is dependent on the number of measures placed on the ballot by initiative petition or by joint resolution of the General Assembly and the length of the full text. It is not possible to predict the number of ballot issues in a given year or the length of each initiative petition's full text. This request is for an increase to the appropriation which allows for timely payment to participating newspapers if additional issues are brought to the voters. This decision item is necessary to have funds available to cover the costs of additional ballot measures.
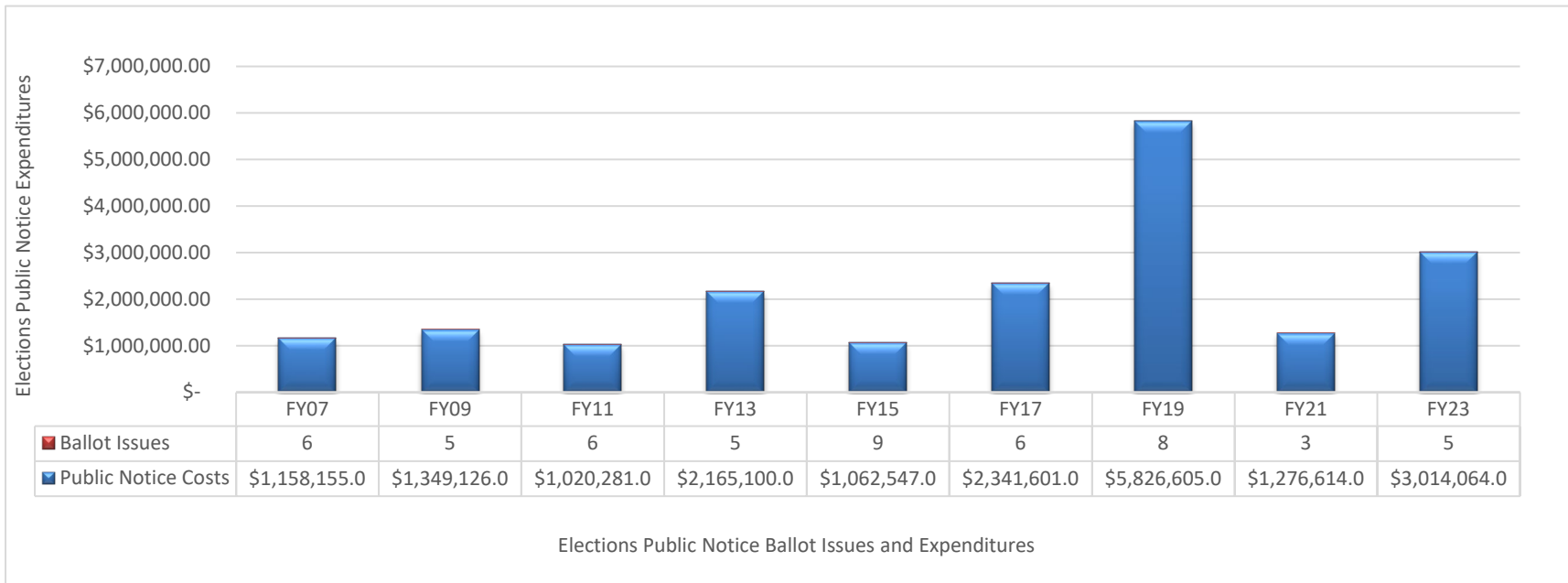
	FY07	FY09	FY11	FY13	FY15	FY17	FY19	FY21	FY23
Ballot Issues	6	5	6	5	9	6	8	3	5
Public Notice Costs	$1,158,155.0	$1,349,126.0	$1,020,281.0	$2,165,100.0	$1,062,547.0	$2,341,601.0	$5,826,605.0	$1,276,614.0	$3,014,064.0

Elections Public Notice Ballot Issues and Expenditures

Department	Secretary of State		Budget Unit	23151C
Division	Elections			
DI Name	Elections Public Notice	DI#1231003	HB Section	12.080

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLAR	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time
							0		
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
Professional Services (BOBC 400)	3,100,000						3,100,000		3,100,000
Total EE	3,100,000		0		0		3,100,000		3,100,000
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	3,100,000	0.0	0	0.0	0	0.0	3,100,000	0.0	3,100,000

Budget Object Class/Job Class	Gov Rec GR	Gov Rec GR	Gov Rec FED	Gov Rec FED	Gov Rec OTHER	Gov Rec OTHER	Gov Rec TOTAL	Gov Rec TOTAL	Gov Rec One-
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
Total EE	0		0		0		0		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0

Department	Secretary of State		Budget Unit	23151C
Division	Elections			
DI Name	Elections Public Notice	DI#1231003	HB Section	12.080

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a.   Provide an activity measure(s) for the program.

Additional funding will permit the Secretary of State to meet statutory requirements to inform voters of the proposed changes to the state Constitution and/or state statutes.

6b.   Provide a measure(s) of the program's quality.

Publishing requirements will be met according to the state Constitution and state statutes.

6c.   Provide a measure(s) of the program's impact.

All registered Missouri voters.

6d.   Provide a measure(s) of the program's efficiency.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

The Secretary of State will comply with state statutes relating to publication of statewide ballot measures.

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ELECTIONS PUBLIC NOTICE								
Elections Public Notice Incr - 1231003								
PROFESSIONAL SERVICES	0	0.00	0	0.00	3,100,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**3,100,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$3,100,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$0	0.00	$0	0.00	$3,100,000	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23148C
Division	Elections			
Core	Absentee Ballots		HB Section	12.085

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	27,000	0	0	27,000	EE	0	0	0	0
PSD	43,000	0	0	43,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**70,000**	**0**	**0**	**70,000**	Total	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

115.285, RSMo. requires mailing envelopes used for returning ballots to local election authorities (LEAs) to incorporate a business reply permit so that no ballot, returned by mail, requires postage by the voter. Moreover, Missouri law requires that all fees and costs for establishing and maintaining the business reply permit be covered by the Secretary of State. This core is to allow the Elections Division to pay LEAs for using business reply permits on absentee envelopes returned by voters in accordance with Missouri law.

3. PROGRAM LISTING (list programs included in this core funding)

Absentee Ballots

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23148C
Division	Elections			
Core	Absentee Ballots		HB Section	12.085

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	150,000	70,000	200,000	70,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	150,000	70,000	200,000	70,000
Actual Expenditures (All Funds)	92,221	43,053	101,681	0
Unexpended (All Funds)	57,779	26,947	98,319	70,000
Unexpended, by Fund:				
General Revenue	57,779	26,947	98,319	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
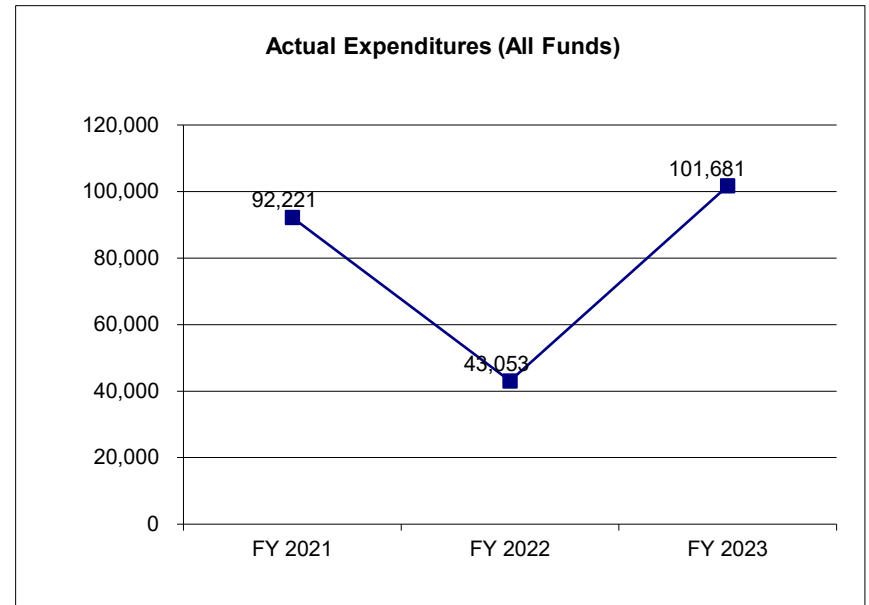
Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

Total absentee ballot postage expenditures for FY21 (2020 election cycle) was $477,017 due to COVID. The SOS used $92,221 of 12.085 appropriated GR funds plus $384,797 of 12.090 appropriated CARES (Fund 2385) funds.

STATE
ABSENTEE BALLOTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	27,000	0	0	27,000	
	PD	0.00	43,000	0	0	43,000	
	Total	**0.00**	**70,000**	**0**	**0**	**70,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	27,000	0	0	27,000	
	PD	0.00	43,000	0	0	43,000	
	Total	**0.00**	**70,000**	**0**	**0**	**70,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	27,000	0	0	27,000	
	PD	0.00	43,000	0	0	43,000	
	Total	**0.00**	**70,000**	**0**	**0**	**70,000**	

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ABSENTEE BALLOTS								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	27,000	0.00	27,000	0.00	0	0.00
TOTAL - EE	0	0.00	27,000	0.00	27,000	0.00	0	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	101,681	0.00	43,000	0.00	43,000	0.00	0	0.00
TOTAL - PD	101,681	0.00	43,000	0.00	43,000	0.00	0	0.00
TOTAL	**101,681**	**0.00**	**70,000**	**0.00**	**70,000**	**0.00**	**0**	**0.00**
Absentee Ballots Increase - 1231002								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	5,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	5,000	0.00	0	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	0	0.00	0	0.00	125,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	125,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**130,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$101,681**	**0.00**	**$70,000**	**0.00**	**$200,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ABSENTEE BALLOTS								
CORE								
SUPPLIES	0	0.00	22,000	0.00	22,000	0.00	0	0.00
CONVERSION DEFAULT	0	0.00	5,000	0.00	5,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**27,000**	**0.00**	**27,000**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	101,681	0.00	43,000	0.00	43,000	0.00	0	0.00
TOTAL - PD	**101,681**	**0.00**	**43,000**	**0.00**	**43,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$101,681**	**0.00**	**$70,000**	**0.00**	**$70,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$101,681	0.00	$70,000	0.00	$70,000	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.085
Program Name Elections	
Program is found in the following core budget(s): Absentee Ballots	

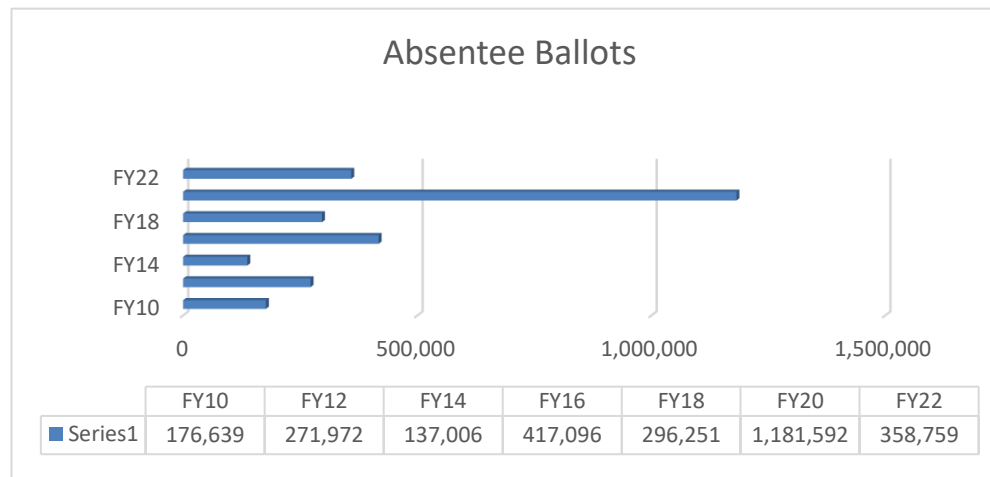**1a. What strategic priority does this program address?**

The priority for this program is to assure that the Secretary of State's office can be in compliance with the requirements of 115.285, RSMo.

1b. What does this program do?

This program allows voters to return their absentee ballots to their local election authority at no expense to the voter. The local election authority prints a business reply permit on absentee ballot envelopes. The Secretary of State, through this appropriation and in compliance with the requirements of 115.285, RSMo, reimburses the local election authority for the expenses incurred.

2a. Provide an activity measure(s) for the program.

116 local election authorities and thousands of Missouri voters who cast absentee ballots.

Absentee Ballots

	FY10	FY12	FY14	FY16	FY18	FY20	FY22
Series1	176,639	271,972	137,006	417,096	296,251	1,181,592	358,759

2b. Provide a measure(s) of the program's quality.

The quality measure of this program is to allow a voter to return their absentee ballot without personally incurring the cost of postage.

2c. Provide a measure(s) of the program's impact.

Missouri law provides for a six (6) week period during which voters who will be unable to vote in-person on Election Day can do so utilizing the absentee mail in ballot process. During the last six general election cycles, 2,477,559 absentee ballots were cast. Through this program, voters returning their absentee ballots via the mail are not required to cover the costs of postage. Postage for first class flats was increased by 16 cents a piece effective August of 2021.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.085
Program Name Elections	
Program is found in the following core budget(s): Absentee Ballots	

2d. Provide a measure(s) of the program's efficiency.

Voters are able to automatically return their ballot without covering the cost of postage. Usage is tracked by local election authorities and payments to LEAs are made, if possible, within 10 days of submission date of their reimbursement request, based on appropriation authority. However, the local election authority has 2 years in which to submit absentee ballot postage costs for reimbursement. RSMo 33.120.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

PROGRAM EXPENDITURE HISTORY

GR ■ FEDERAL ■ OTHER ■ TOTAL

FY 24 PLANNED	70,000	70,000
FY 23 ACTUAL	101,681	101,681
FY 22 ACTUAL	43,053	43,053
FY 21 ACTUAL	92,221	92,221

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
■ GR	92,221	43,053	101,681	70,000
■ FEDERAL				
■ OTHER				
■ TOTAL	92,221	43,053	101,681	70,000
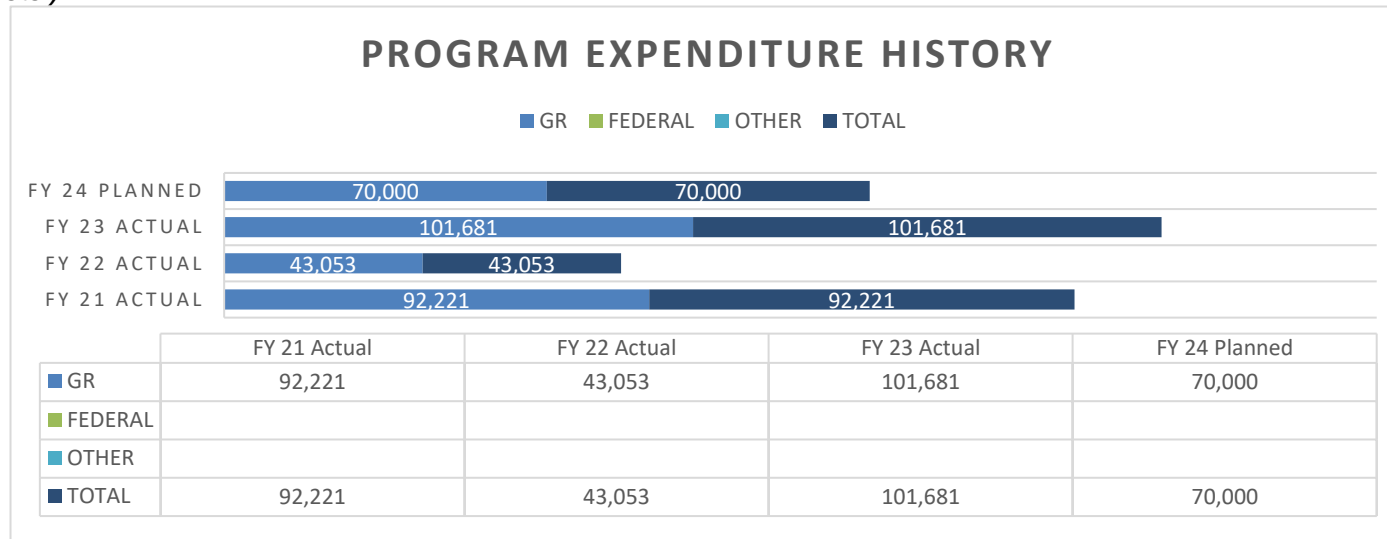
4. What are the sources of the "Other " funds?

One time Federal ARPA funds.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 115.285, RSMo.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

Department	Secretary of State		Budget Unit	23148C
Division	Elections			
DI Name	Absentee Ballots	DI#1231002	HB Section	12.085

1. AMOUNT OF REQUEST

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	5,000	0	0	5,000	EE		0	0	
PSD	125,000	0	0	125,000	PSD		0	0	
TRF	0	0	0	0	TRF	0	0	0	0
Total	130,000	0	0	130,000	Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Non-Counts:

Other Funds:

Non-Counts:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	**x**	Other: Mandated by 115.285 RSMo		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

115.285, RSMo. requires mailing envelopes used for returning ballots to local election authorities (LEAs) to incorporate a business reply permit so that no ballot, returned by mail, requires postage. Moreover, Missouri law requires that all fees and costs for establishing and maintaining the business reply permit be covered by the Secretary of State. This program allows for voters to return their absentee ballots by mail to their LEA at no expense to the voter.

Department	Secretary of State		Budget Unit	23148C
Division	Elections			
DI Name	Absentee Ballots	DI#1231002	HB Section	12.085

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

As a result of the cyclical nature of elections, the expense of this program will increase in FY25 from the current fiscal year. In FY19, there was a primary election as well as general election held for both Federal and State races. Expenditures have increased due to a 32% increase in postage from 2019 to 2023, an increase in voters utilizing absentee mail in voting. All 116 election jurisdictions are eligible for absentee postage reimbursement under 115.285 RSMo. Actual expenditures in odd-numbered fiscal years:

Absentee Ballots

	FY09	FY11	FY13	FY15	FY17	FY19	FY21	FY23
Series1	$115,672.00	$81,341.00	$96,534.00	$57,517.00	$111,070.00	$100,485.00	$92,221.00	$101,681.35
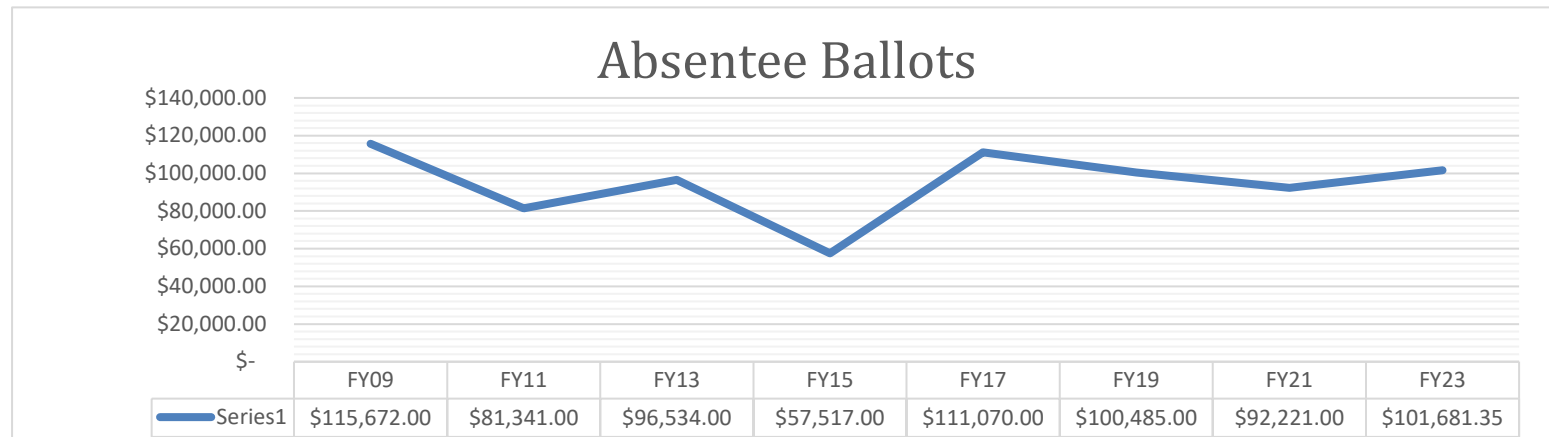
*The current core is $70,000. Total absentee ballot postage expenditures for FY21 (2020 election cycle) was $477,017. The SOS used $92,221 of 12.085 appropriated GR funds plus $384,797 of 12.090 appropriated CARES (Fund 2385) funds.

Department	Secretary of State		Budget Unit	23148C
Division	Elections			
DI Name	Absentee Ballots	DI#1231002	HB Section	12.085

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0		
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
Supplies (BOBC 190)	5,000						5,000		5,000
Total EE	**5,000**		**0**		**0**		**5,000**		**5,000**
Program Distributions	125,000						125,000		125,000
Total PSD	**125,000**		**0**		**0**		**125,000**		**125,000**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**130,000**	**0.0**	**0**	**0.0**	**0**	**0.0**	**130,000**	**0.0**	**130,000**

Department	Secretary of State		**Budget Unit**	23148C
Division	Elections			
DI Name	Absentee Ballots	DI#1231002	**HB Section**	12.085

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Total PS	0	0.0	0	0.0	0	0.0	0		0
Supplies (BOBC 190)									
Total EE			0		0		0		
Program Distributions (BOBC 800)									
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a.	Provide an activity measure(s) for the program.	N/A.	6b.	Provide a measure(s) of the program's quality.	N/A.

6c.	Provide a measure(s) of the program's impact.	6d.	Provide a measure(s) of the program's efficiency.

Additional funding will ensure that voters incur no expense to vote absentee by mail.

Payments to local election authorities are made, if possible, within 10 days of submission date; however, under RSMo 33.120, the LEA has up to 2 years to submit absentee postage costs.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

The Secretary of State, through this appropriation, reimburses the local election authorities for the expenses incurred.

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ABSENTEE BALLOTS								
Absentee Ballots Increase - 1231002								
SUPPLIES	0	0.00	0	0.00	5,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**5,000**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	125,000	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**0**	**0.00**	**125,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$130,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$0	0.00	$0	0.00	$130,000	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23154C
Division	Elections			
Core Election	Election Costs Transfer		HB Section	12.095

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	4,284,000	0	0	4,284,000	TRF	0	0	0	0
Total	**4,284,000**	**0**	**0**	**4,284,000**	Total	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Est. Fringe	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

115.077 RSMo. requires the commissioner of the office of administration to transfer from general revenue to the Election Administration Improvement Fund an amount not less than the amount expended in the fiscal year that ended June 30, 2000, which was $4,284,000. A law change that went into effect on 1/1/19 changed the receipt of this transfer from the Elections Subsidy Fund to the Election Administration Improvement Fund.

3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23154C
Division	Elections		
Core Election	Election Costs Transfer	HB Section	12.095

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	3,284,000	4,284,000	10,584,000	4,284,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	3,284,000	4,284,000	10,584,000	4,284,000
Actual Expenditures (All Funds)	3,284,000	4,284,000	10,584,000	
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
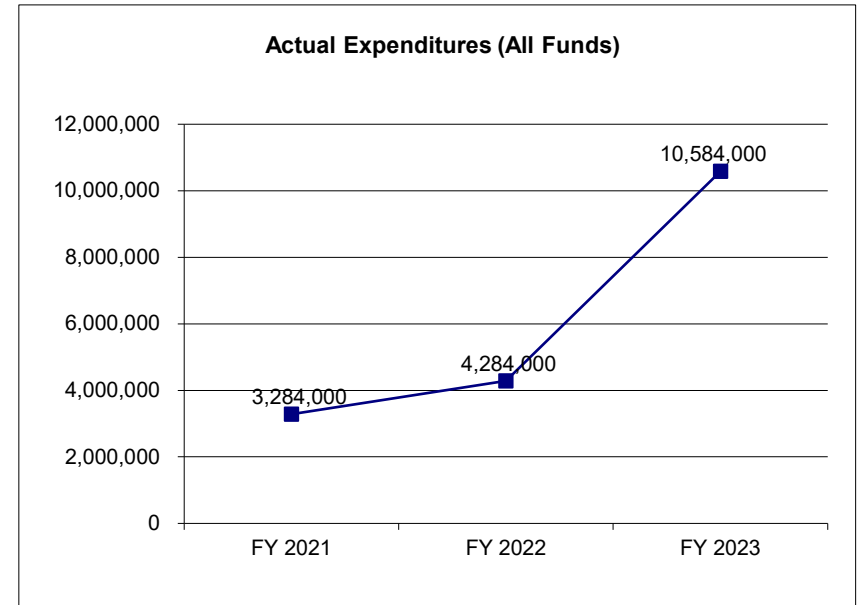
*Current Year restricted amount is as of _____.

Actual Expenditures (All Funds)

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

STATE
ELECTION COSTS TRANSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	**0.00**	**4,284,000**	**0**	**0**	**4,284,000**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	**0.00**	**4,284,000**	**0**	**0**	**4,284,000**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	**0.00**	**4,284,000**	**0**	**0**	**4,284,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ELECTION COSTS TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	10,584,000	0.00	4,284,000	0.00	4,284,000	0.00	0	0.00
TOTAL - TRF	10,584,000	0.00	4,284,000	0.00	4,284,000	0.00	0	0.00
TOTAL	**10,584,000**	**0.00**	**4,284,000**	**0.00**	**4,284,000**	**0.00**	**0**	**0.00**
Election Cost Transfer Incr - 1231001								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	0	0.00	9,500,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	9,500,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**9,500,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$10,584,000**	**0.00**	**$4,284,000**	**0.00**	**$13,784,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ELECTION COSTS TRANSFER								
CORE								
TRANSFERS OUT	10,584,000	0.00	4,284,000	0.00	4,284,000	0.00	0	0.00
TOTAL - TRF	**10,584,000**	**0.00**	**4,284,000**	**0.00**	**4,284,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$10,584,000**	**0.00**	**$4,284,000**	**0.00**	**$4,284,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$10,584,000	0.00	$4,284,000	0.00	$4,284,000	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00

PROGRAM DESCRIPTION

Department Department Secretary of State	**HB Section(s):** 12.095
Program Name Election Costs Transfer	
Program is found in the following core budget(s): Elections	

1a. What strategic priority does this program address?

In compliance with Sections 115.063 and 115.077 RSMo.

1b. What does this program do?

Per 115.063, RSMo. the State must pay proportional costs for all elections involving a statewide candidate, statewide issue, state senator, or state representative. The number of special elections called in a fiscal year is contingent upon the number of vacancies and thus is unknown. Additionally, 115.077 RSMo. requires the Secretary of State to transfer from general revenue to the state election improvement fund an amount not less than that expended in the fiscal year that ended June 30, 2000, which was $4,284,000.

2a.   Provide an activity measure(s) for the program.

In compliance with Sections 115.063 and 115.077 RSMo.

2b. Provide a measure(s) of the program's quality.

In compliance with Sections 115.063 and 115.077 RSMo.

2c.   Provide a measure(s) of the program's impact.

In compliance with Sections 115.063 and 115.077 RSMo.

PROGRAM DESCRIPTION

Department   Department Secretary of State   **HB Section(s):**   12.095
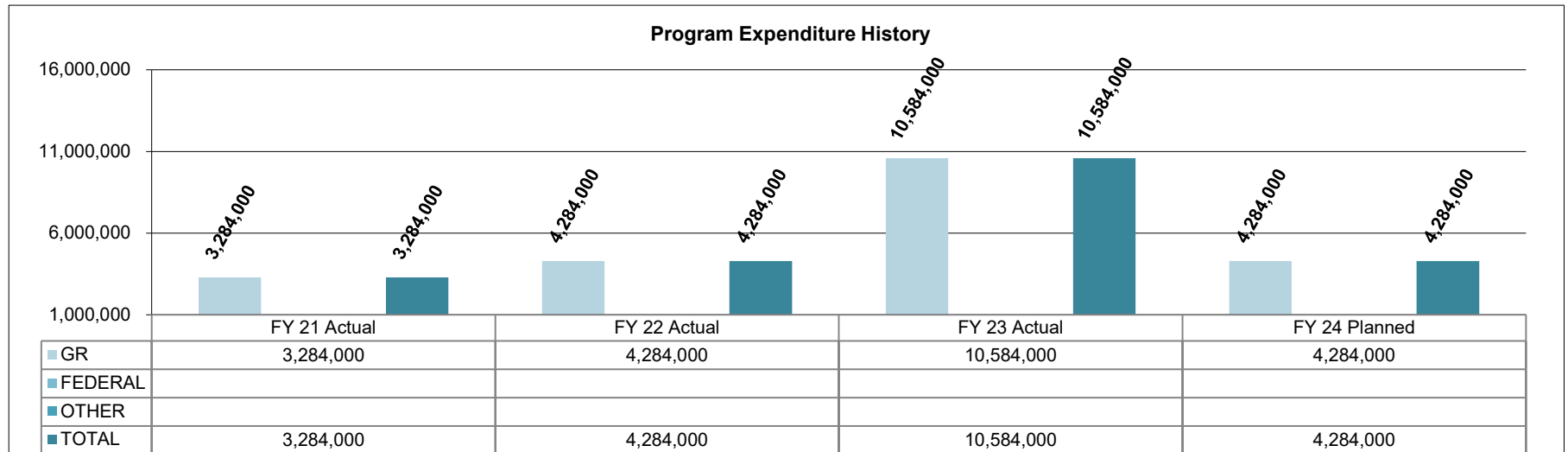**Program Name**   Election Costs Transfer
Program is found in the following core budget(s):   Elections

2d. Provide a measure(s) of the program's efficiency.
In compliance with Sections 115.063 and 115.077 RSMo.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	3,284,000	4,284,000	10,584,000	4,284,000
FEDERAL				
OTHER				
TOTAL	3,284,000	4,284,000	10,584,000	4,284,000

Bar chart values: FY 21 Actual 3,284,000 / 3,284,000; FY 22 Actual 4,284,000 / 4,284,000; FY 23 Actual 10,584,000 / 10,584,000; FY 24 Planned 4,284,000 / 4,284,000. Y-axis: 1,000,000; 6,000,000; 11,000,000; 16,000,000.

4. What are the sources of the "Other " funds?
N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)
Sections 115.063 and 115.077 RSMo.

6. Are there federal matching requirements? If yes, please explain.
No.

7. Is this a federally mandated program? If yes, please explain.
No.

Department	Secretary of State		Budget Unit	23154C
Division	Elections			
DI Name	Elections Cost Transfer Increase	DI#1231001	HB Section	12.095

1. AMOUNT OF REQUEST

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	**Federal**	**Other**	**Total**		**GR**	**Federal**	**Other**	**Total**
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	9,500,000	0	0	9,500,000	TRF	0	0	0	0
Total	**9,500,000**	**0**	**0**	**9,500,000**	Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	FTE	**0.00**	**0.00**	**0.00**	**0.00**

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Non-Counts:

Other Funds:

Non-Counts:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	**x**	Other: RSMo 115.063		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

SB 592, passed in 2018, revised 115.063.2 RSMo, which now states, "All costs of elections involving a statewide candidate or statewide issue and all costs of elections involving candidates for state senator or state representative shall be paid by the state, except that if a political subdivision or special district holds an election on the same day, the costs shall be shared proportionately by the state and the political subdivisions and special districts affected." Based on research of previous elections, this Office anticipates paying approximately 50% of the cost for the August 2024 and November 2024 elections.

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The SOS anticipates that the state's proportionate share of the election costs will be approximately 50%. In the 2022 August and November elections, we received $6.3M to pay local election authorities for the state's share of the elections; however, the actual costs were a little over $7.5M. Using that number as a guide, and due to the fact of inflation and rising expenses, we estimate the costs of the August and November 2024 elections to be $4.75M each for a total cost estimate of $9.5M for the state's proportional share.

Department	Secretary of State	**Budget Unit** 23154C
Division	Elections	
DI Name	Elections Cost Transfer Increase DI#1231001	**HB Section** 12.095

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Total EE	0		0		0		0		0
Program Distributions									
Total PSD	0		0		0		0		0
Transfers	9,500,000						9,500,000		9,500,000
Total TRF	**9,500,000**		**0**		**0**		**9,500,000**		**9,500,000**
Grand Total	**9,500,000**	**0.0**	**0**	**0.0**	**0**	**0.0**	**9,500,000**	**0.0**	**9,500,000**

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Total EE	0		0		0		0		0
Program Distributions									
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0

Department	Secretary of State	**Budget Unit**	23154C
Division	Elections		
DI Name	Elections Cost Transfer Increase **DI#1231001**	**HB Section**	12.095

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a.	**Provide an activity measure(s) for the program.**	**6b.**	**Provide a measure(s) of the program's quality.**
6c.	**Provide a measure(s) of the program's impact.**	**6d.**	**Provide a measure(s) of the program's efficiency.**

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
ELECTION COSTS TRANSFER								
Election Cost Transfer Incr - 1231001								
TRANSFERS OUT	0	0.00	0	0.00	9,500,000	0.00	0	0.00
TOTAL - TRF	**0**	**0.00**	**0**	**0.00**	**9,500,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$9,500,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$0	0.00	$0	0.00	$9,500,000	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23153C
Division	Elections			
Core	Federal Election Reform (Elections Admin. Improvement Fund)		HB Section	12.090

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	3,493,159	3,854,661	7,347,820	EE	0	0	0	0
PSD	0	6,744,104	8,258,571	15,002,675	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	10,237,263	12,113,232	22,350,495	Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Other Funds:

2. CORE DESCRIPTION

This federal program provides funds to states to improve the administration of elections. This includes improving access to the elections process to those with disabilities, maintaining a statewide voter registration database with access by all local election authorities, and creating voter education and poll worker training programs. Federal funds have been received through guidelines of the United States Elections Assistance Commission (EAC) and interest has accrued. Prior to FY20, a transfer from the Elections Subsidy Fund was made annually that provided for federally required matching for maintenance requirements and supported other Help America Vote Act activities. Beginning in FY20, the annual transfer now comes directly from General Revenue and all special elections, as well as federally required matching for maintenance requirements, will be paid from this appropriation.

3. PROGRAM LISTING (list programs included in this core funding)

Federal Election Reform

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23153C
Division	Elections		
Core	Federal Election Reform (Elections Admin. Improvement Fund)	HB Section	12.090

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	38,450,495	22,350,495	23,250,495	22,350,495
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	38,450,495	22,350,495	23,250,495	22,350,495
Actual Expenditures (All Funds)	8,170,583	6,571,885	12,634,165	N/A
Unexpended (All Funds)	30,279,912	15,778,610	10,616,330	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	25,053,065	9,430,252	8,015,292	N/A
Other	5,226,847	6,348,358	2,601,038	N/A

Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

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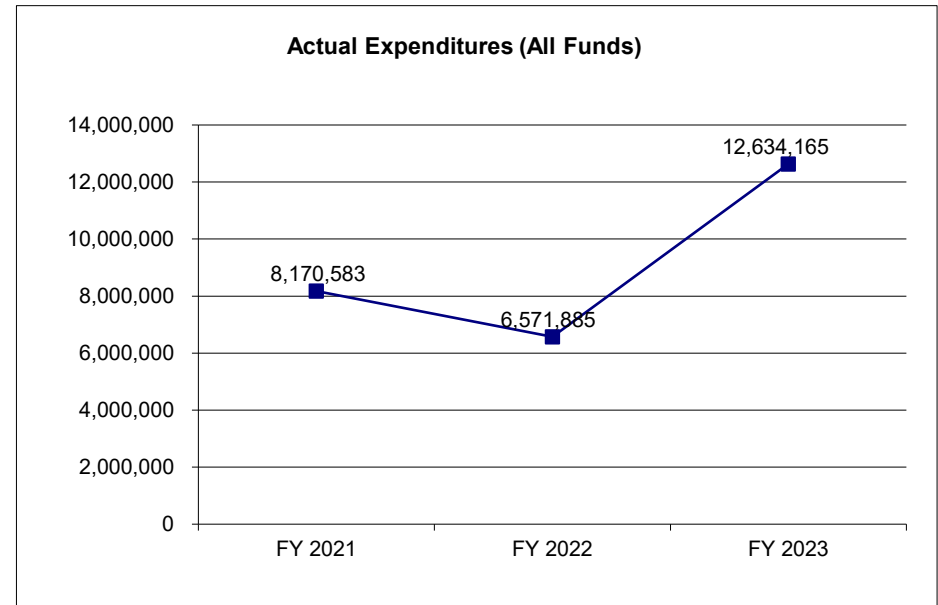
STATE
FEDERAL ELECTION REFORM

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	7,347,820	0	7,347,820	
	PD	0.00	0	15,002,675	0	15,002,675	
	Total	**0.00**	**0**	**22,350,495**	**0**	**22,350,495**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	7,347,820	0	7,347,820	
	PD	0.00	0	15,002,675	0	15,002,675	
	Total	**0.00**	**0**	**22,350,495**	**0**	**22,350,495**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	7,347,820	0	7,347,820	
	PD	0.00	0	15,002,675	0	15,002,675	
	Total	**0.00**	**0**	**22,350,495**	**0**	**22,350,495**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FEDERAL ELECTION REFORM								
CORE								
EXPENSE & EQUIPMENT								
ELECTION ADMIN IMPROVEMENT	2,433,780	0.00	7,347,820	0.00	7,347,820	0.00	0	0.00
TOTAL - EE	2,433,780	0.00	7,347,820	0.00	7,347,820	0.00	0	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	900,000	0.00	0	0.00	0	0.00	0	0.00
ELECTION ADMIN IMPROVEMENT	9,300,386	0.00	15,002,675	0.00	15,002,675	0.00	0	0.00
TOTAL - PD	10,200,386	0.00	15,002,675	0.00	15,002,675	0.00	0	0.00
TOTAL	**12,634,166**	**0.00**	**22,350,495**	**0.00**	**22,350,495**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$12,634,166**	**0.00**	**$22,350,495**	**0.00**	**$22,350,495**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FEDERAL ELECTION REFORM								
CORE								
TRAVEL, IN-STATE	0	0.00	4,500	0.00	4,500	0.00	0	0.00
TRAVEL, OUT-OF-STATE	3,188	0.00	2,501	0.00	2,501	0.00	0	0.00
FUEL & UTILITIES	0	0.00	12,000	0.00	12,000	0.00	0	0.00
SUPPLIES	71,540	0.00	83,810	0.00	83,810	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	47,396	0.00	4,001	0.00	4,001	0.00	0	0.00
COMMUNICATION SERV & SUPP	6,900	0.00	103,000	0.00	103,000	0.00	0	0.00
PROFESSIONAL SERVICES	1,216,482	0.00	5,250,000	0.00	5,250,000	0.00	0	0.00
M&R SERVICES	1,088,274	0.00	1,800,000	0.00	1,800,000	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	50,000	0.00	50,000	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	2	0.00	2	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	38,000	0.00	38,000	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	3	0.00	3	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	2	0.00	2	0.00	0	0.00
TOTAL - EE	**2,433,780**	**0.00**	**7,347,820**	**0.00**	**7,347,820**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	10,200,386	0.00	15,002,674	0.00	15,002,674	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	**10,200,386**	**0.00**	**15,002,675**	**0.00**	**15,002,675**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$12,634,166**	**0.00**	**$22,350,495**	**0.00**	**$22,350,495**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$900,000**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$11,734,166**	**0.00**	**$22,350,495**	**0.00**	**$22,350,495**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department	Secretary of State	**HB Section(s):**	12.090
Program Name	Federal Election Reform (Elections Administration Improvement Fund)		
Program is found in the following core budget(s):	Elections		

1a. What strategic priority does this program address?

Election efficiency and security.

1b. What does this program do?

The Help America Vote Act of 2002 (HAVA) along with the 2018 HAVA Election Security Grants provided federal funds to states to improve the administration of elections, with the most recent grants having an emphasis on election cybersecurity. The grants also included funding for upgrading equipment, improving access to the elections process for those with disabilities, updating a statewide voter registration database with access by all local election authorities (LEAs), election improvements, and creating voter education and poll worker training programs.

With the passage of SB592 in 2018, all special election costs will now be paid from this appropriation.

2a. Provide an activity measure(s) for the program.

A statewide voter registration database accessible to all election authorities was implemented and ongoing maintenance and enhancements are being made to better serve the needs of the LEAs; poll workers, including election judges, LEAs receive ongoing training to comply with HAVA regulations as well as changes in Missouri election laws; LEAs have been offered poll worker training; information on voter registration and polling place look up have been made available on the SOS website; complaint procedures have been implemented; initiative and referendum petitions submitted have been timely processed; $3 million has been made available in the past three fiscal years for voter list maintenance activities.

2b. Provide a measure(s) of the program's quality.

The Secretary of State must comply with HAVA and state election laws to provide for the distribution and monitoring of federal funds, voter education, poll worker training, voting system qualification, maintenance of a statewide voter registration database, and other election related activities.

2c. Provide a measure(s) of the program's impact.

This program continues to assist 116 LEAs and over 4 million registered voters in the State of Missouri to continue to provide the resources to conduct elections.

	PROGRAM DESCRIPTION

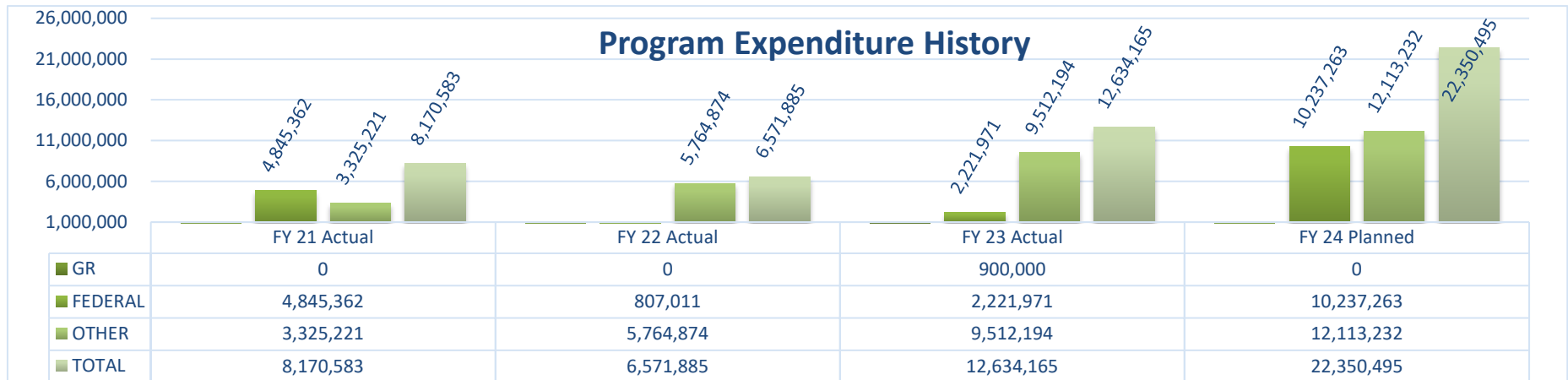| **Department**	Secretary of State	**HB Section(s):**	12.090

Program Name   Federal Election Reform (Elections Administration Improvement Fund)

Program is found in the following core budget(s):   Elections

2d. Provide a measure(s) of the program's efficiency.

The disbursement of federal funds to LEAs in order to minimize the time elapsing between the request of funds from the state and subsequent disbursement to the election authority.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	900,000	0
FEDERAL	4,845,362	807,011	2,221,971	10,237,263
OTHER	3,325,221	5,764,874	9,512,194	12,113,232
TOTAL	8,170,583	6,571,885	12,634,165	22,350,495

Bar chart values: FY 21 Actual — 4,845,362; 3,325,221; 8,170,583. FY 22 Actual — 5,764,874; 6,571,885. FY 23 Actual — 2,221,971; 9,512,194; 12,634,165. FY 24 Planned — 10,237,263; 12,113,232; 22,350,495.

4. What are the sources of the "Other " funds?

Funds originally transferred in from General Revenue.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

HAVA Public Law and HB 511 (2003), as well as SB 592 (2018).

6. Are there federal matching requirements? If yes, please explain.

Yes. 5% match is required for HAVA Title II funds, as well as the Title 1 funds received in 2018 and 2020. There is also a maintenance of effort requirement for Missouri to maintain expenditures for the Elections Division for the Office of the Secretary of State at the same level or greater than for the state fiscal year ending June 30, 2000.

7. Is this a federally mandated program? If yes, please explain.

Yes, it is mandated by HAVA Public Law, passed by Congress in 2002.

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23143C
Division	Record Services		
Core	Federal Grants	HB Section	12.100

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	9,915	0	9,915	EE	0	0	0	0
PSD	0	40,085	0	40,085	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**50,000**	**0**	**50,000**	Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	FTE	**0.00**	**0.00**	**0.00**	**0.00**

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Other Funds:

2. CORE DESCRIPTION

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports the identification and preservation of, as well as access to, all the state's historical records. It is the central advisory body for strategic planning of projects relating to historic records carried out in Missouri. Members provide individual appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) and collectively serve as the review panel for Local Records Program grant applications.

3. PROGRAM LISTING (list programs included in this core funding)

Missouri Historical Records Advisory Board (MHRAB).

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23143C
Division	Record Services		
Core	Federal Grants	HB Section	12.100

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	50,000	50,000	50,000	50,000
Actual Expenditures (All Funds)	11,310	2,750	2,750	0
Unexpended (All Funds)	38,690	47,250	47,250	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	38,690	47,250	47,250	N/A
Other	0	0	0	N/A
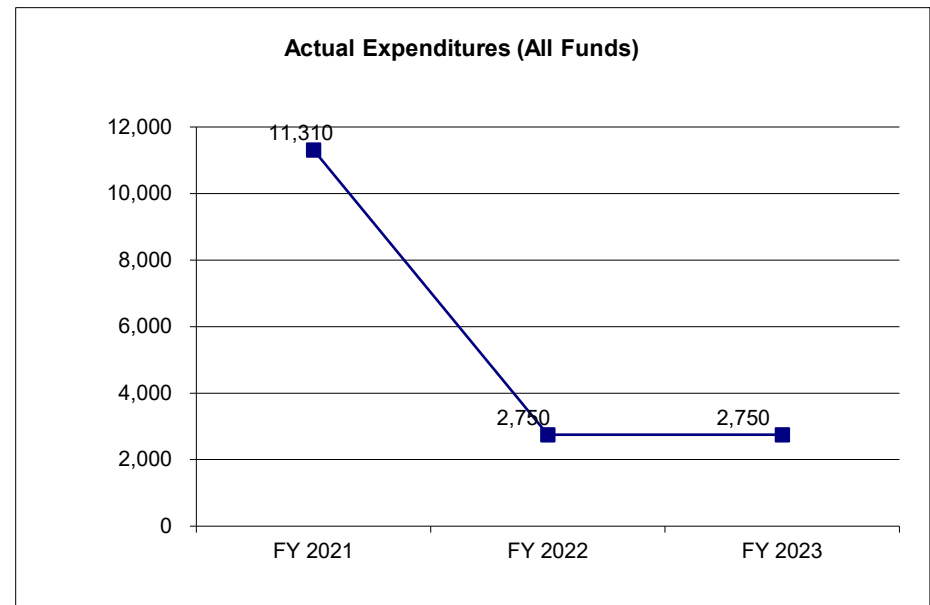
Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

In FY21, the National Historical Publications and Records Commission (NHPRC) awarded a State Board Programming Grant of $19,650.00 to the Office of the Secretary of State and Missouri State Archives (MSA).

STATE
FEDERAL GRANTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	9,915	0	9,915	
	PD	0.00	0	40,085	0	40,085	
	Total	**0.00**	**0**	**50,000**	**0**	**50,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	9,915	0	9,915	
	PD	0.00	0	40,085	0	40,085	
	Total	**0.00**	**0**	**50,000**	**0**	**50,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	9,915	0	9,915	
	PD	0.00	0	40,085	0	40,085	
	Total	**0.00**	**0**	**50,000**	**0**	**50,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FEDERAL GRANTS								
CORE								
EXPENSE & EQUIPMENT								
SECRETARY OF STATE RECORDS-FED	2,750	0.00	9,915	0.00	9,915	0.00	0	0.00
TOTAL - EE	2,750	0.00	9,915	0.00	9,915	0.00	0	0.00
PROGRAM-SPECIFIC								
SECRETARY OF STATE RECORDS-FED	0	0.00	40,085	0.00	40,085	0.00	0	0.00
TOTAL - PD	0	0.00	40,085	0.00	40,085	0.00	0	0.00
TOTAL	**2,750**	**0.00**	**50,000**	**0.00**	**50,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$2,750**	**0.00**	**$50,000**	**0.00**	**$50,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FEDERAL GRANTS								
CORE								
TRAVEL, IN-STATE	0	0.00	2,560	0.00	2,560	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	2,750	0.00	3,001	0.00	3,001	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	3,001	0.00	3,001	0.00	0	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	1	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	1,341	0.00	1,341	0.00	0	0.00
TOTAL - EE	**2,750**	**0.00**	**9,915**	**0.00**	**9,915**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	40,084	0.00	40,084	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**40,085**	**0.00**	**40,085**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$2,750**	**0.00**	**$50,000**	**0.00**	**$50,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$2,750**	**0.00**	**$50,000**	**0.00**	**$50,000**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department   Secretary of State

HB Section(s):   12.100

Program Name   Federal Grants

Program is found in the following core budget(s):   Federal Grants

1a. What strategic priority does this program address?

The Missouri Historical Records Advisory Board (MHRAB) uses their expertise to guide the state, its local governments and the Missouri public on records preservation, accessibility and management issues.

1b. What does this program do?

The MHRAB promotes and supports the identification and preservation of, as well as access to, all the state's historical records. It is the central advisory body for strategic planning of projects relating to historic records carried out in Missouri. Members provide individual appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) and collectively serve as the review panel for Local Records Program grant applications.

2a. Provide an activity measure(s) for the program.

Since 2014, the MHRAB has, with NHPRC financial assistance, provided archival workshops for both professional and public audiences at venues across the state. Workshop topics have included genealogy, records digitization, electronic records management, disaster preparedness, reference services and recording oral history. Total attendance for the 55 workshop offered by the end of FY23 was 1,220.

2b. Provide a measure(s) of the program's quality.

Those who attend workshops often attend several, in some cases four or more.

2c. Provide a measure(s) of the program's impact.

From 2014 through the end of FY23, the MHRAB has provided workshop learning opportunities for 1,220 individuals from across the state, including colleges/universities, historical societies, genealogical societies, local/state government, museums, religious organizations and the general public.
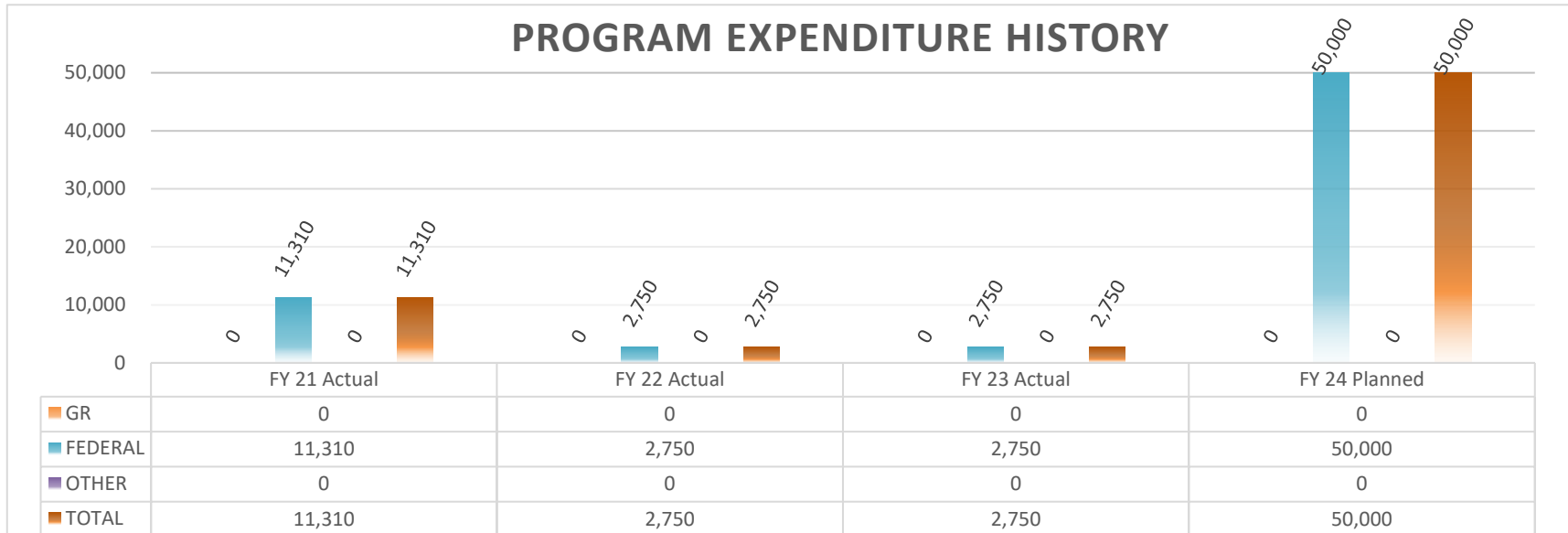
2d. Provide a measure(s) of the program's efficiency.

Of the 1,310 individuals who have registered for MHRAB workshops, 1,220 have actually attended, for an attendance rate of 93.1%.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.100
Program Name Federal Grants	
Program is found in the following core budget(s): Federal Grants	

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

PROGRAM EXPENDITURE HISTORY

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	0	0
FEDERAL	11,310	2,750	2,750	50,000
OTHER	0	0	0	0
TOTAL	11,310	2,750	2,750	50,000

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo 109.221; Federal Statute, 44 USC 25; 36 CFR 1206.

6. Are there federal matching requirements? If yes, please explain.

Yes, NHPRC grants require a 50/50 recipient match.

7. Is this a federally mandated program? If yes, please explain.

No. The federal government encourages states to have State Historical Record Advisory Boards and provides grant funding to those states who have boards.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23160C
Division	Record Services			
Core	Local Records Preservation Grants		HB Section	12.105

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	400,000	400,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**0**	**400,000**	**400,000**	Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	FTE	**0.00**	**0.00**	**0.00**	**0.00**

Est. Fringe	*0*	*0*	*0*	*0*		*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds: Local Records Preservation (0577)

Other Funds: Local Records Preservation (0577)

2. CORE DESCRIPTION

Local Records Grants facilitate more secure storage of, and faster access to, records produced by local government entities (political subdivisions with taxing authority) to meet the information needs of public officials, private citizens, and general public interest. Public records security and access insures the preservation of public information of permanent intrinsic or historic value, and facilitates information access as required by state statutes, for both the record provider and the information seeker. Grant funds are available by means of dedicated user fees collected by county recorders of deeds. This fund provides financial resources beyond those of the awarded local entity to effectively maintain, manage, and preserve public records through sound records management policies and practices, archival preservation of long-term or historically significant records, as well as appropriate storage and access.

3. PROGRAM LISTING (list programs included in this core funding)

Local Records Preservation Grants

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23160C
Division	Record Services		
Core	Local Records Preservation Grants	HB Section	12.105

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	400,000	400,000	400,000	400,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	400,000	400,000	400,000	400,000
Actual Expenditures (All Funds)	213,854	271,537	114,861	0
Unexpended (All Funds)	186,146	128,463	285,139	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	186,146	128,463	285,139	N/A

Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM DISTRIBUTIONS	114,861	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	**114,861**	**0.00**	**400,000**	**0.00**	**400,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$114,861**	**0.00**	**$400,000**	**0.00**	**$400,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$0	0.00	$0	0.00	$0	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$114,861	0.00	$400,000	0.00	$400,000	0.00		0.00

STATE
LOCAL RECORDS GRANTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	400,000	400,000	
	Total	**0.00**	**0**	**0**	**400,000**	**400,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	400,000	400,000	
	Total	**0.00**	**0**	**0**	**400,000**	**400,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	400,000	400,000	
	Total	**0.00**	**0**	**0**	**400,000**	**400,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM-SPECIFIC								
LOCAL RECORDS PRESERVATION	114,861	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	114,861	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL	**114,861**	**0.00**	**400,000**	**0.00**	**400,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$114,861**	**0.00**	**$400,000**	**0.00**	**$400,000**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.105

Program Name   Local Records Preservation Grants

Program is found in the following core budget(s):   Local Records Preservation Grants

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1a. What strategic priority does this program address?

Local Records Grants promote good records management practices and encourage local governments to actively address their recordkeeping.

1b. What does this program do?

Local Records Grants provide financial assistance and implementation guidance to local governments and political subdivisions with taxing authority for approved records management and/or preservation projects.

2a. Provide an activity measure(s) for the program.

The Local Records Grant Program has funded 1,161 grants. These include 486 grants to counties, 364 grants to cities, 285 grants to school districts, and an additional 27 grants were awarded to fire districts, water districts and other local government agencies. This total includes a now completed $62,775 emergency grant to Carter County for recovery/stabilization and imaging of records immersed in the April 2017 courthouse flood.

2b. Provide a measure(s) of the program's quality.

See 2a and 2c.

2c. Provide a measure(s) of the program's impact.

The grant program provides funding, primarily, for reformatting records and improved storage. Through the program local government records are imaged and storage microfilm is created for preservation in the Records and Archives Division microfilm vault. This is a best practice for preservation and disaster preparedness. Through FY23, 22,987 rolls of microfilm have been produced through the grant program. These rolls contain approximately 33.2 million pages of local government records.

2d. Provide a measure(s) of the program's efficiency.

The grant program has returned 7.8 million dollars to local government for self-directed records management and preservation projects over 28 grant cycles. The average grant of $6,685 allows grantees to undertake projects that in many cases would be cost prohibitive.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.105
Program Name Local Records Preservation Grants	
Program is found in the following core budget(s): Local Records Preservation Grants	

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	0	0
FEDERAL	0	0	0	0
OTHER	213,854	271,537	114,861	400,000
TOTAL	213,854	271,537	114,861	400,000

Chart values: FY 21 Actual 213,854 213,854; FY 22 Actual 271,537 271,537; FY 23 Actual 114,861 114,861; FY 24 Planned 400,000 400,000.
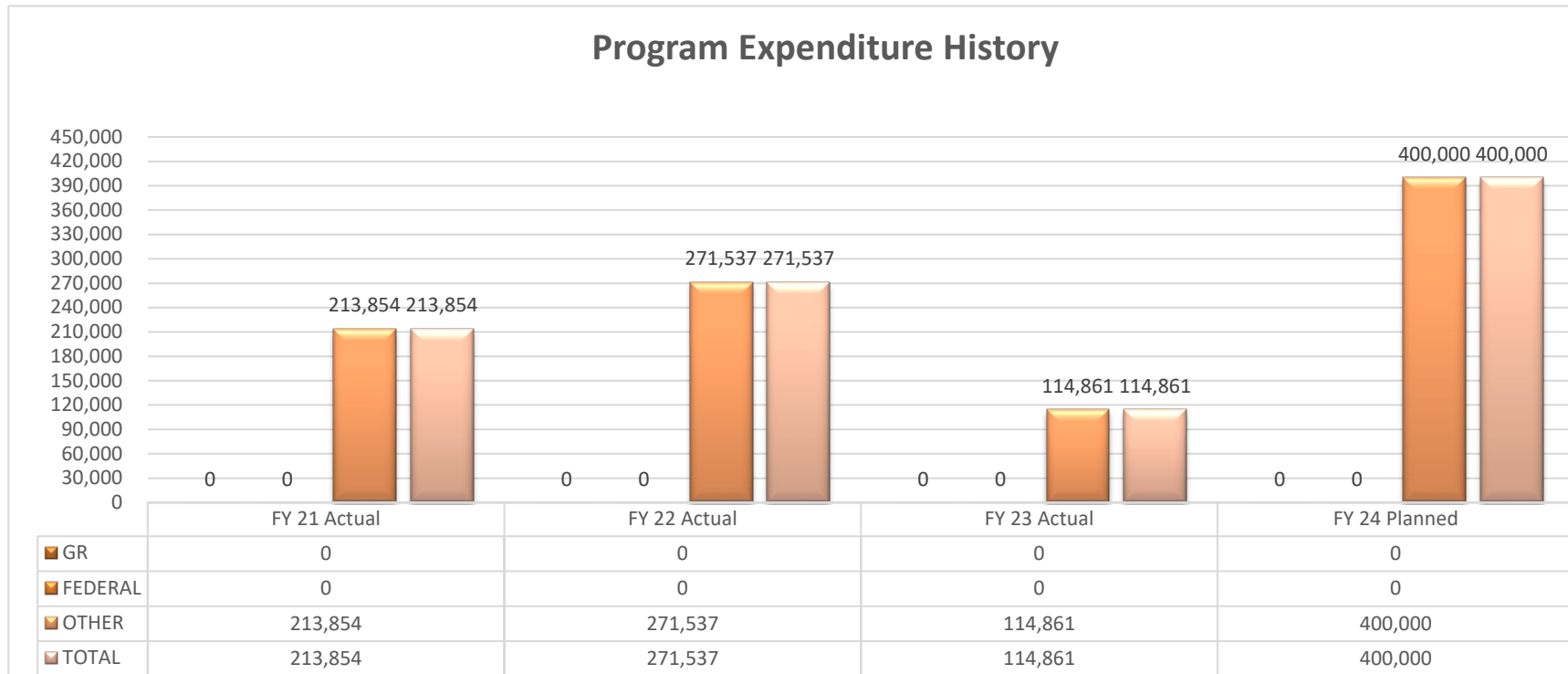
4. What are the sources of the "Other " funds?

Local Records Preservation Fund (0577).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMO 59.319, 109.220

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23157C
Division	Record Services			
Core	Document Preservation		HB Section	12.11

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	2,000	2,000	EE	0	0	0	0
PSD	0	0	23,000	23,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	25,000	25,000	Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Document Preservation Fund (0836)

Other Funds: Document Preservation Fund (0836)

2. CORE DESCRIPTION

The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on Missouri State Archives-St. Louis projects, and other special projects that make records available to the public as described in RSMo 109.005.

3. PROGRAM LISTING (list programs included in this core funding)

Document Preservation Fund

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23157C
Division	Record Services			
Core	Document Preservation		HB Section	12.11

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	25,000	25,000	25,000	25,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	25,000	25,000	25,000	25,000
Actual Expenditures (All Funds)	0	0	0	0
Unexpended (All Funds)	25,000	25,000	25,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	25,000	25,000	25,000	25,000

Actual Expenditures (All Funds)

	FY 2021	FY 2022	FY 2023
	0	0	0

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:
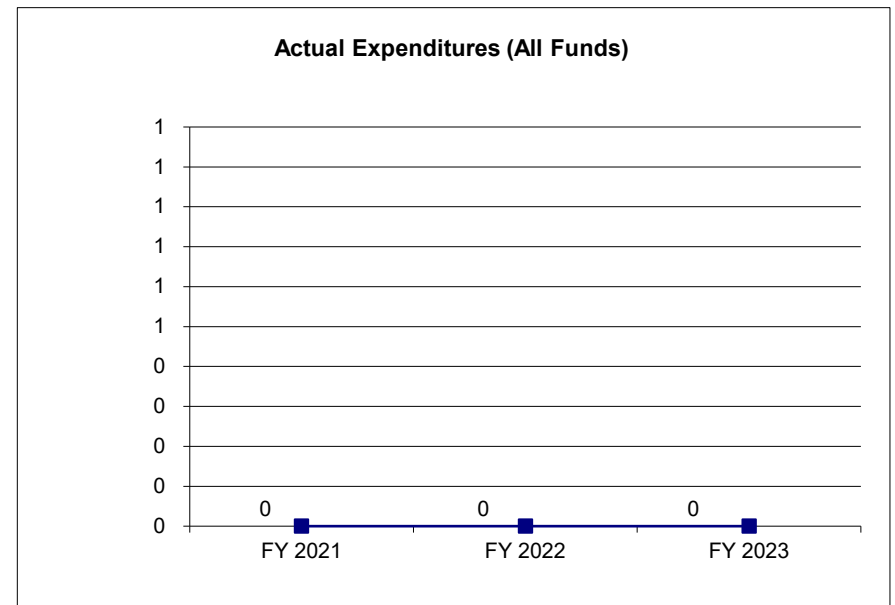
STATE
DOCUMENT PRESERVATION

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	**0.00**	**0**	**0**	**25,000**	**25,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	**0.00**	**0**	**0**	**25,000**	**25,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	**0.00**	**0**	**0**	**25,000**	**25,000**	

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
DOCUMENT PRESERVATION								
CORE								
EXPENSE & EQUIPMENT								
STATE DOCUMENT PRESERVATION	0	0.00	2,000	0.00	2,000	0.00	0	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	0	0.00
PROGRAM-SPECIFIC								
STATE DOCUMENT PRESERVATION	0	0.00	23,000	0.00	23,000	0.00	0	0.00
TOTAL - PD	0	0.00	23,000	0.00	23,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**25,000**	**0.00**	**25,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
DOCUMENT PRESERVATION								
CORE								
PROFESSIONAL DEVELOPMENT	0	0.00	1,000	0.00	1,000	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1,000	0.00	1,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**2,000**	**0.00**	**2,000**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	22,999	0.00	22,999	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**23,000**	**0.00**	**23,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.110
Program Name Document Preservation	
Program is found in the following core budget(s): Document Preservation	

1a. What strategic priority does this program address?

The Document Preservation Fund was created in 1996 to allow the Missouri State Archives to accept donations for the specific purpose of preserving and making available to the public documents of importance to the State of Missouri.

1b. What does this program do?

The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on Missouri State Archives-St. Louis projects and other special projects that make records available to the public as described in RSMo 109.005.

2a. Provide an activity measure(s) for the program.

During FY08 and FY09, funds from the Document Preservation Fund were spent making death certificates more accessible online. The effectiveness of this expenditure can be seen in the decline in physical death certificate requests from 15,455 in 2006 to almost none from 2009 to the present. More recent preservation and access projects include records for the Missouri Supreme Court, Union Veterans Home, early Land Sales, and the photographic prints of Missouri's first state photographer, Gerald R. Massie (1911-1989).

2b. Provide a measure(s) of the program's quality.
See 2a and 2c.

2c. Provide a measure(s) of the program's impact.
In FY23, the Missouri State Archives website received 14,261,312 searches.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.110
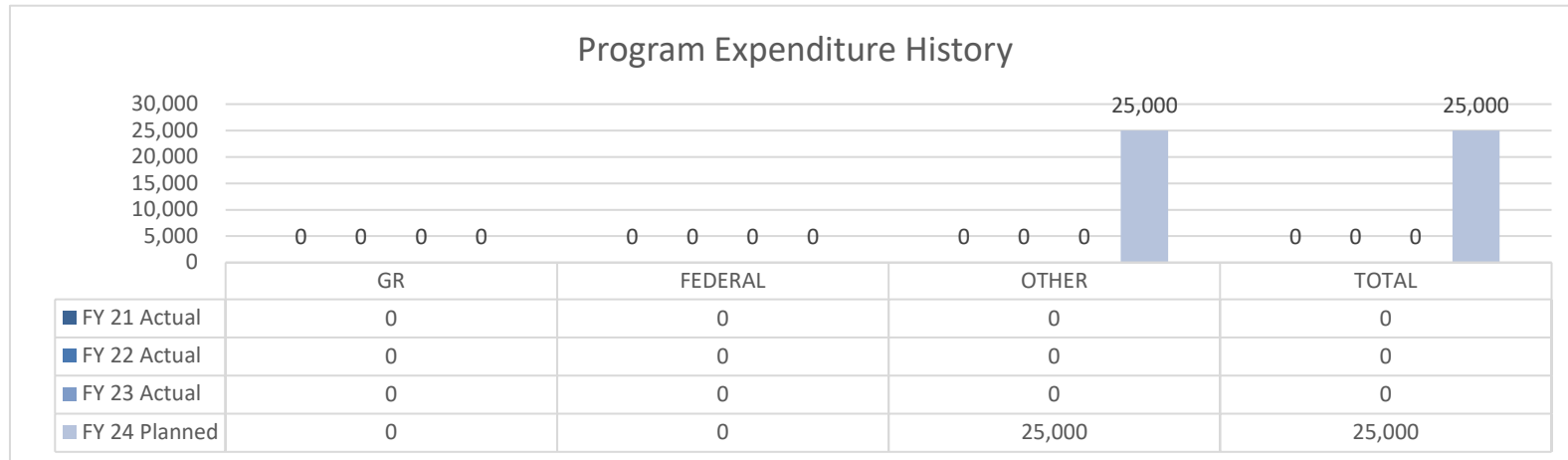
Program Name   Document Preservation

Program is found in the following core budget(s):   Document Preservation

2d. Provide a measure(s) of the program's efficiency.

The Missouri State Archives has been recognized by Family Tree Magazine for 20 consecutive years because of the access to records provided by the Missouri State Archives website.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	GR	FEDERAL	OTHER	TOTAL
FY 21 Actual	0	0	0	0
FY 22 Actual	0	0	0	0
FY 23 Actual	0	0	0	0
FY 24 Planned	0	0	25,000	25,000

4. What are the sources of the "Other " funds?

Document Preservation (0836).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo 109.005.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23515C
Division	Library Services			
Core	State Aid for Public Libraries		HB Section	12.115

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	4,504,001	0	0	4,504,001	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**4,504,001**	**0**	**0**	**4,504,001**	Total	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0		*Est. Fringe*	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

Under the Missouri Constitution and state statutes, the General Assembly appropriates funds to support public libraries. State aid is appropriated to libraries that have a minimum voted tax or local government support equal to $.10 per $100 of assessed valuation. Libraries use these funds to improve information access and develop stronger library services for Missouri citizens. Funds are distributed to public libraries on a per capita basis and to libraries in high poverty/low assessed valuation counties for equalization aid, and to other public libraries for purposes compliant with RSMo 181.060. Public libraries must certify that they comply with 15 CSR 30-200.015 in order to recieve funds pursuant to 15 CSR 30-200.020 and 15 CSR 30-200.025.

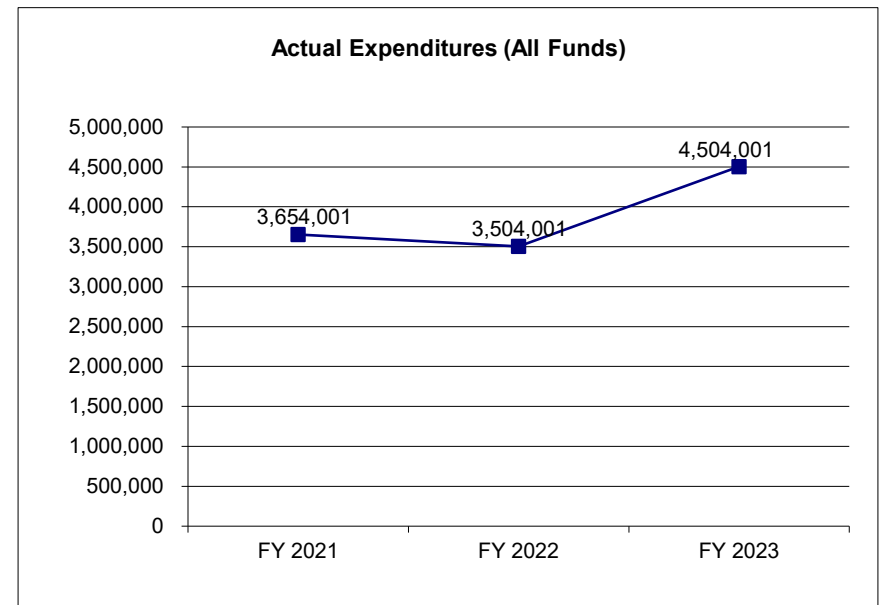## 3. PROGRAM LISTING (list programs included in this core funding)

State Aid to Public Libraries

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23515C
Division	Library Services			
Core	State Aid for Public Libraries		HB Section	12.115

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	3,504,001	3,504,001	4,504,001	4,504,001
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	3,504,001	3,504,001	4,504,001	4,504,001
Actual Expenditures (All Funds)	3,654,001	3,504,001	4,504,001	0
Unexpended (All Funds)	(150,000)	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	0	0	0	N/A

Actual Expenditures (All Funds)

[Line chart showing Actual Expenditures (All Funds):
FY 2021: 3,654,001
FY 2022: 3,504,001
FY 2023: 4,504,001
Y-axis ranges from 0 to 5,000,000 in increments of 500,000]

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

STATE
STATE AID FOR PUBLIC LIBRARY

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	4,504,001	0	0	4,504,001	
	Total	**0.00**	**4,504,001**	**0**	**0**	**4,504,001**	
DEPARTMENT CORE REQUEST							
	PD	0.00	4,504,001	0	0	4,504,001	
	Total	**0.00**	**4,504,001**	**0**	**0**	**4,504,001**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	4,504,001	0	0	4,504,001	
	Total	**0.00**	**4,504,001**	**0**	**0**	**4,504,001**	

Budget Unit
Decision Item
  Budget Object Summary
    Fund
	FY 2023
	ACTUAL
	DOLLAR
		FY 2023
		ACTUAL
		FTE
			FY 2024
			BUDGET
			DOLLAR
				FY 2024
				BUDGET
				FTE
					FY 2025
					DEPT REQ
					DOLLAR
						FY 2025
						DEPT REQ
						FTE
							*************
							SECURED
							COLUMN
								*************
								SECURED
								COLUMN

STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	4,504,001	0.00	4,504,001	0.00	4,504,001	0.00	0	0.00
TOTAL - PD	4,504,001	0.00	4,504,001	0.00	4,504,001	0.00	0	0.00
TOTAL	**4,504,001**	**0.00**	**4,504,001**	**0.00**	**4,504,001**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$4,504,001**	**0.00**	**$4,504,001**	**0.00**	**$4,504,001**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM DISTRIBUTIONS	4,504,001	0.00	4,504,001	0.00	4,504,001	0.00	0	0.00
TOTAL - PD	**4,504,001**	**0.00**	**4,504,001**	**0.00**	**4,504,001**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$4,504,001**	**0.00**	**$4,504,001**	**0.00**	**$4,504,001**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$4,504,001**	**0.00**	**$4,504,001**	**0.00**	**$4,504,001**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.115
Program Name State Aid for Public Libraries	
Program is found in the following core budget(s): State Aid for Public Libraries	

1a. What strategic priority does this program address?

State Aid for Public Libraries makes a vital contribution to improving public library services for Missourians. The program provides funds to public libraries that meet the requirements specified in the Missouri Constitution, Article IX, Section 10 and in RSMo 181.060. Public libraries having a minimum voted tax of local government support equal to ten cents per $100 of assessed valuation are eligible to receive funds from this program. The average tax rate is set at $.2066.

1b. What does this program do?

While public libraries in Missouri are funded primarily through property taxes, this program provides funds that help bridge local variations in funding due to differences in local property valuations and voted tax rates. In large cities and small towns alike, libraries serve as community anchors and provide baseline access to government services, economic opportunity, and support for students. In many communities, public libraries provide the only no cost high speed internet access, heavily used by people seeking jobs, filling out application forms, researching business opportunities, participating in online classes, or filing their taxes. For children, public libraries support early learning and education through storytimes, summer reading programs, and help with homework. State aid funds are used for computer technology or other equipment, Internet connectivity, print and digital resources, and library staff.

State aid applications are submitted annually for review and certification by the State Librarian. Once approved, local library boards of trustees decide how to allocate these funds according to the highest local needs and priorities. The Secretary of State and the State Library provide service guidance to public libraries through professional development opportunities, consultation services and other resources. State aid funding provides modest support for libraries moving to meet standard service and programming benchmarks.

2a. Provide an activity measure(s) for the program.

    Population Served:

	2022
Eligible library districts	160
Population	5,627,557

2b. Provide a measure(s) of the program's quality.

Individual libraries survey their users on satisfaction with services provided. In addition, program attendance and check out statistics are collected.

2c. Provide a measure(s) of the program's impact.

Most Missourians recognize the value of library service, and have a library card:

	2022
Number of Missourians with a library card, from statistical report	3,269,918
Percent of population of library districts	58.10%
Total materials borrowed from libraries	45,993,831

PROGRAM DESCRIPTION

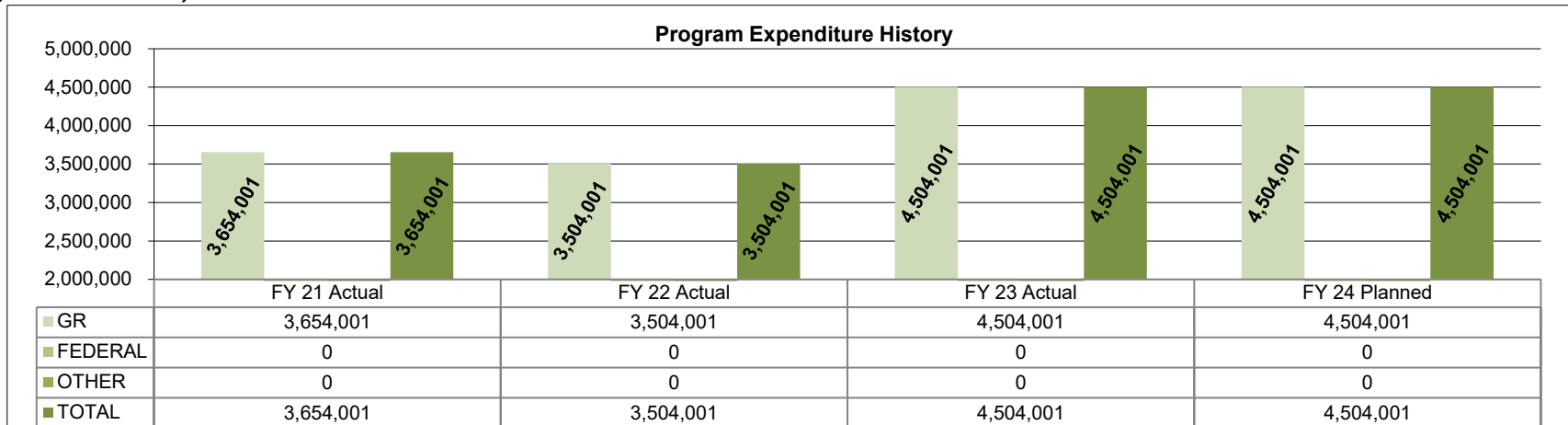|	
Department Secretary of State	**HB Section(s):** 12.115
Program Name State Aid for Public Libraries	
Program is found in the following core budget(s): State Aid for Public Libraries	

2d. Provide a measure(s) of the program's efficiency.

Many Missourians rely on their local library for access to the Internet. Libraries provide Internet access using high speed connections at no charge for the user. This provides high quality and efficiency for the user.

	2022
Uses of Library-provided Computers	1,571,654
Wireless Sessions at Libraries	4,870,192

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	3,654,001	3,504,001	4,504,001	4,504,001
FEDERAL	0	0	0	0
OTHER	0	0	0	0
TOTAL	3,654,001	3,504,001	4,504,001	4,504,001

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo Ch. 181.060; Mo Constitution, Article IX, Section 10.

6. Are there federal matching requirements? If yes, please explain.

Expenditures made from this appropriation are used to meet the 34% match required on the grants received from the Institute of Museum and Library Services.

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23520C
Division	Library Services			
Core	REAL Program		HB Section	12.120

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	3,109,250	0	0	3,109,250	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	3,109,250	0	0	3,109,250	Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0		*Est. Fringe*	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

The Remote Electronic Access for Libraries (REAL) Program provides Internet access, peripheral items, training and technical support for public libraries and licensing of shared electronic reference resources available to public libraries, K-12 schools, higher education, and state agencies. The REAL Program is one of the contractual programs for the Missouri Research and Educational Network (MOREnet). MOREnet maintains a high-capacity, high speed telecommunications network in the State of Missouri.

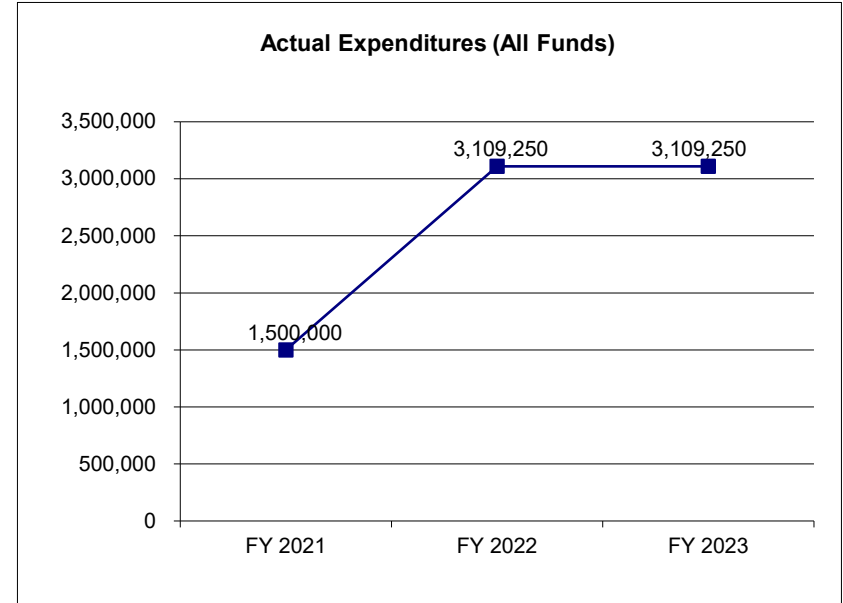## 3. PROGRAM LISTING (list programs included in this core funding)

Remote Electronic Access for Libraries (REAL) Program.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23520C
Division	Library Services			
Core	REAL Program		HB Section	12.120

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	2,000,000	3,109,250	3,109,250	3,109,250
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	2,000,000	3,109,250	3,109,250	3,109,250
Actual Expenditures (All Funds)	1,500,000	3,109,250	3,109,250	0
Unexpended (All Funds)	500,000	0	0	N/A
Unexpended, by Fund:				
General Revenue	500,000	0	0	0
Federal	0	0	0	N/A
Other	0	0	0	N/A

Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

STATE
REAL

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	**0.00**	**3,109,250**	**0**	**0**	**3,109,250**	
DEPARTMENT CORE REQUEST							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	**0.00**	**3,109,250**	**0**	**0**	**3,109,250**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	**0.00**	**3,109,250**	**0**	**0**	**3,109,250**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
REAL								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	0	0.00
TOTAL - EE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	0	0.00
TOTAL	**3,109,250**	**0.00**	**3,109,250**	**0.00**	**3,109,250**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**	**$0**	**0.00**

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
REAL								
CORE								
PROFESSIONAL SERVICES	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	0	0.00
TOTAL - EE	**3,109,250**	**0.00**	**3,109,250**	**0.00**	**3,109,250**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department	Secretary of State
Program Name	Remote Electronic Access for Libraries Program (REAL)

HB Section(s): 12.120

Program is found in the following core budget(s): REAL

1a. What strategic priority does this program address?

To provide Missourians with expanded services for learning and equity of access to quality library resources, services and technology to support individuals' needs for education, lifelong learning, and digital literacy skills.

1b. What does this program do?

The REAL Program provides internet access, network security, training, technical support, and peripheral services for public libraries, as well as licensing of shared electronic reference resources available to Missouri's participating public libraries, K-12 schools, higher education institutions and state agencies.

Public libraries serve as the sole source of high speed internet access for many Missourians, especially in our rural communities. In order for Missourians to compete in an online environment for jobs and business revenue, they need a basic level of computer skills and access to internet resources. Using local library's high speed internet access, patrons access government forms, apply for jobs and receive essential online training courses. As schools continue to increase their use of electronic resources in their curricula, public libraries often provide the only means for students to complete research and online assignments outside school hours, particularly for those who have no Internet-enabled device or lack reliable or affordable Internet access at home.

Beginning in March 2020 and continuing after the pandemic, public libraries have served an even more essential role, enabling access to Wi-Fi network connectivity outside their buildings (into the parking lot), providing hot spot device checkout to enable Internet connectivity in homes and other remote locations and Wi-Fi enabled devices for patron and community use, all in support of the immediate and ongoing shift to remote learning, working and health care.

To meet the ongoing demand for Internet access to serve their local communities, the three-year average bandwidth growth across all REAL Program participating library connections is nearly 23%. Industry standards for libraries recommends connections of 100 megabits per second (Mbps) for libraries serving populations of 50,000 or less and 1 gigabit per second (Gbps) for libraries serving populations larger than 50,000. Today, thirteen REAL participating library connections meets the recommendations for 100 Mbps for a population of 50,000 or less.

The REAL Program appropriation includes funding for several types of database services including a general periodicals database, downloadable ebooks, K-12 research resources, genealogical and historical sources, as well as resources for health, business, and other popular research topics. These services are heavily used by all types of libraries and are also available to state agencies. Without this program, individually most public libraries and schools would be unable to afford access to electronic information resources. Those that are able to afford access would individually pay a considerably higher per capita cost for these resources, thus wasting scarce taxpayer dollars.

The Missouri Research and Education Network (MOREnet) offers essential technical services and maintains a high-capacity, high speed statewide telecommunications network in the State of Missouri. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):** 12.120

Program Name Remote Electronic Access for Libraries Program (REAL)

Program is found in the following core budget(s): REAL

2a. Provide an activity measure(s) for the program.

	FY19	FY20	FY21	FY22	FY23	Projected FY24	Projected FY25
Number of libraries participating	122	121	121	135	133	134	137
Total eligible	148	150	149	148	149	160	160
Percent of eligible library districts	82.4%	80.7%	81.2%	91.2%	89.3%	83.8%	91.3%

2b. Provide a measure(s) of the program's quality.

Participants contacting MOREnet's support team for assistance receive an electronic satisfaction survey following the resolution of their issue(s). This survey asks the participant to rate performance in six areas: Timeliness of Initial Response, Subject Matter Knowledge, Effectiveness of Solution, Time to Resolution, Frequency and Clarity of Staff Communication, and Customer Service. The data shown below is averaged across all public library participants, types of assistance and areas of performance. Since FY14, 97% of respondents report they are satisfied with the service received from the help desk.

	FY19	FY20	FY21	FY22	FY23	Projected FY24	Projected FY25
Percent of users satisfied with MOREnet service	96.1%	98.5%	95.0%	97.0%	98.0%	98.0%	98.0%

2c. Provide a measure(s) of the program's impact.

Electronic Resource Usage:

The electronic resources provided by the REAL Program provide important reference information to residents throughout the state. Not only are these services heavily used by public libraries and the people they serve, these resources are essential to K-12 and higher education libraries and classrooms and the students they serve. Without these shared resources, most public libraries and schools will not be able to afford access to electronic information resources, and the few able to afford to pay for individual access would pay more in total.

Electronic Resource Usage History

	FY19	FY20	FY21	FY22	FY23	Projected FY24	Projected FY25
General Periodical/K-12 Reference Searches	98,876,824	112,555,035	118,763,475	122,410,314	126,082,623	129,865,102	133,761,055

*Note changes in the way the vendor tracks usage statistics and the way member organizations configure their library automation systems and discovery services can dramatically impact how searches are counted.

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.120
Program Name Remote Electronic Access for Libraries Program (REAL)	
Program is found in the following core budget(s): REAL	

2d.   Provide a measure(s) of the program's efficiency.

Demand Growth and Cost Efficiency: Capacity and Cost per Megabit (Mpbs):
The demand for internet connectivity at public libraries continues to grow. Additional workstations, wireless devices, and greater use of electronic resources and communications by library patrons and staff continue to push demands for capacity higher and higher. By leveraging collective purchasing power, per Mb costs are lower than if each library district were to negotiate individually. In addition, the continual pursuit of additional connectivity savings has allowed REAL to meet the ongoing demand for increased bandwidth capacity with existing resources.

CIRCUIT COST PER MB OF REAL SUPPORTED MEMBER CONNECTIONS
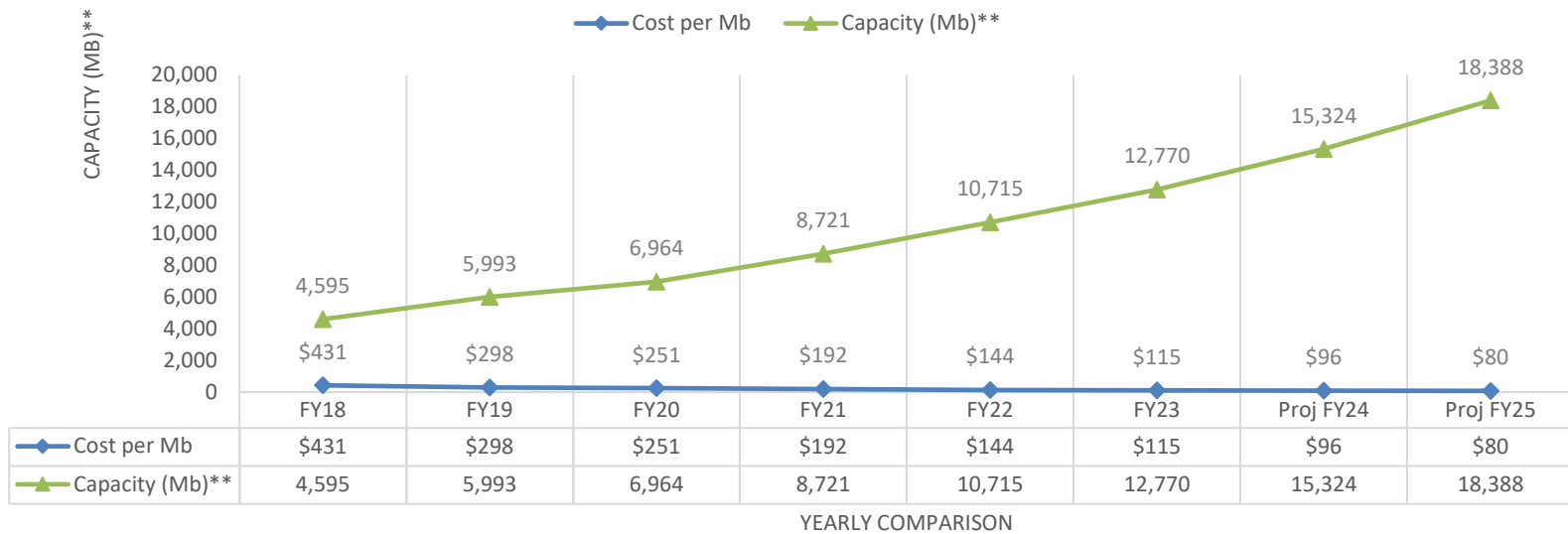
	FY18	FY19	FY20	FY21	FY22	FY23	Proj FY24	Proj FY25
Cost per Mb	$431	$298	$251	$192	$144	$115	$96	$80
Capacity (Mb)**	4,595	5,993	6,964	8,721	10,715	12,770	15,324	18,388

YEARLY COMPARISON

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.120

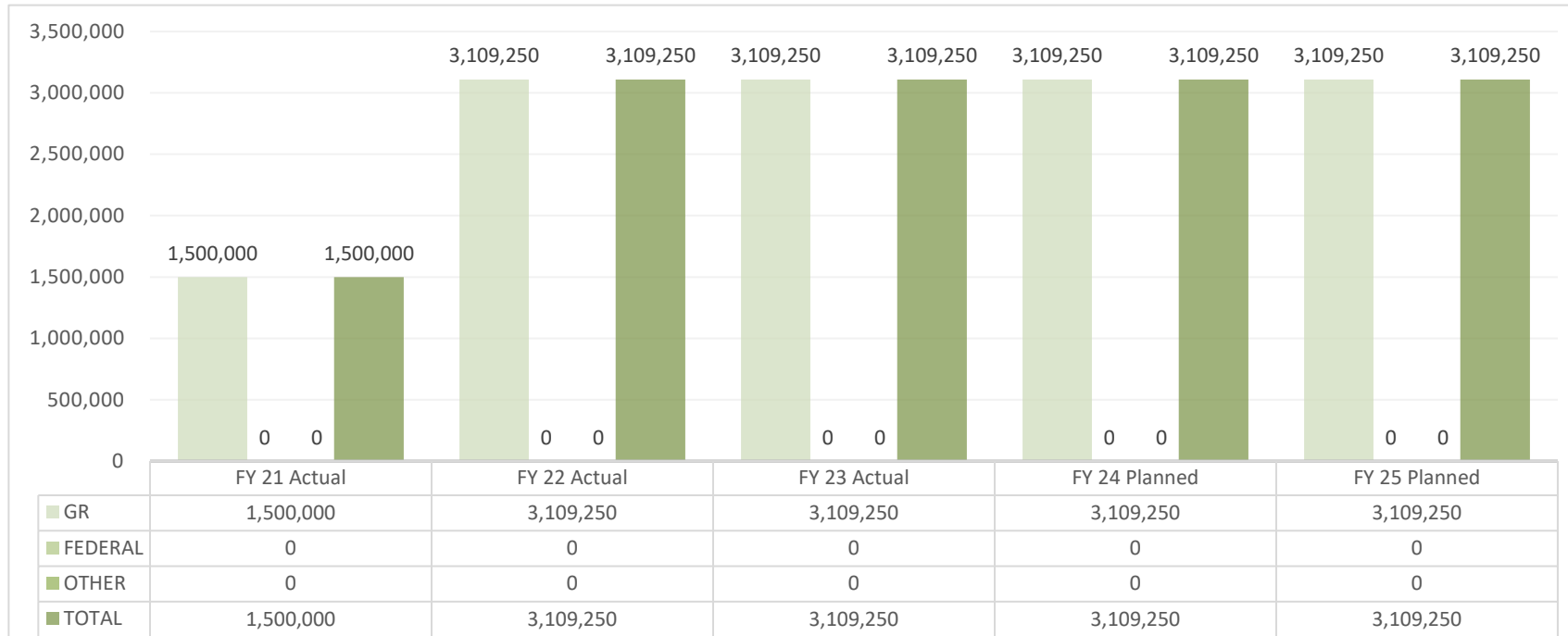**Program Name**   Remote Electronic Access for Libraries Program (REAL)

Program is found in the following core budget(s):   REAL

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned	FY 25 Planned
GR	1,500,000	3,109,250	3,109,250	3,109,250	3,109,250
FEDERAL	0	0	0	0	0
OTHER	0	0	0	0	0
TOTAL	1,500,000	3,109,250	3,109,250	3,109,250	3,109,250

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Mo. Constitution, Article IX, Section 10 RSMo Ch. 181.

6. Are there federal matching requirements? If yes, please explain.

Expenditures made from this appropriation are used to meet the 34% match required on the grants received from the Institute of Museum and Library Services (IMLS).

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23722C
Division	Library Services			
Core	Federal Aid to Public Libraries		HB Section	12.125

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	871,508	0	871,508	EE	0	0	0	0
PSD	0	3,253,492	0	3,253,492	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**4,125,000**	**0**	**4,125,000**	Total	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

The purpose of the Library Services and Technology Act Fund (LSTA) is to promote literacy, education and lifelong learning and to enhance and expand the services and resources provided by libraries, including those services and resources relating to workforce development, 21st century skills and digital literacy skills. This implements the Missouri State Library's long-range plan to use federal funds to develop stronger library services by providing grant opportunities to eligible libraries and through statewide initiatives. The Missouri State Library is a national leader in providing grant opportunities to libraries to develop their own technology initiatives, STEM programming and programs and services for veterans and senior adults.

3. PROGRAM LISTING (list programs included in this core funding)
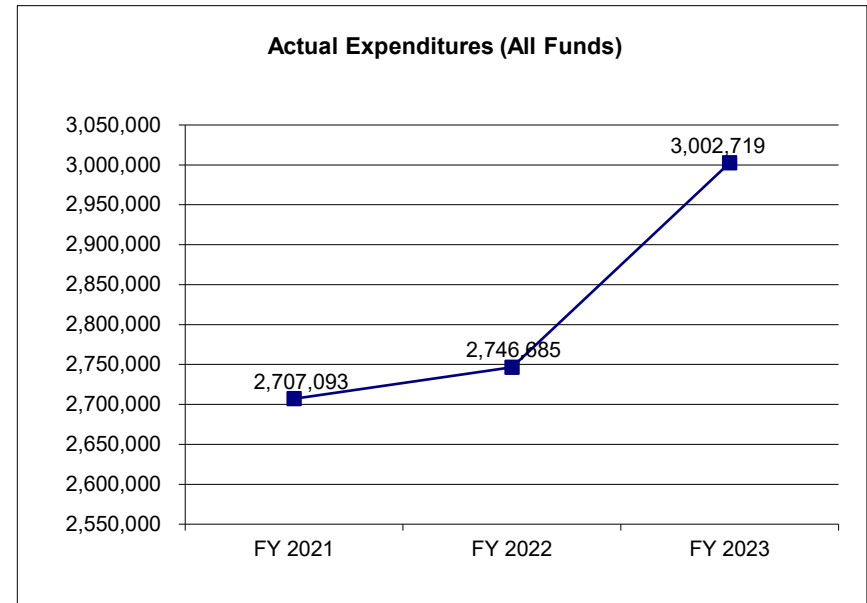
Federal Aid for Public Libraries

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23722C
Division	Library Services			
Core	Federal Aid to Public Libraries		HB Section	12.125

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	4,875,000	7,465,336	7,465,336	4,125,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	4,875,000	7,465,336	7,465,336	4,125,000
Actual Expenditures (All Funds)	2,707,093	2,746,685	3,002,719	0
Unexpended (All Funds)	2,167,907	4,718,651	4,462,617	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	2,167,907	2,746,685	3,002,719	N/A
Other	0	0	0	N/A

*Current Year restricted amount is as of _____.

Actual Expenditures (All Funds)

Chart values: FY 2021: 2,707,093; FY 2022: 2,746,685; FY 2023: 3,002,719

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

LSTA funds may be spent over a two-year period. Sufficient appropriation authority is needed to allow for fund management during periods when funds are encumbered from two grant allocations.

STATE
FEDERAL AID FOR PUBLIC LIBRAR

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	871,508	0	871,508	
	PD	0.00	0	3,253,492	0	3,253,492	
	Total	**0.00**	**0**	**4,125,000**	**0**	**4,125,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	871,508	0	871,508	
	PD	0.00	0	3,253,492	0	3,253,492	
	Total	**0.00**	**0**	**4,125,000**	**0**	**4,125,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	871,508	0	871,508	
	PD	0.00	0	3,253,492	0	3,253,492	
	Total	**0.00**	**0**	**4,125,000**	**0**	**4,125,000**	

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
EXPENSE & EQUIPMENT								
SEC OF STATE-FEDERAL FUNDS	495,637	0.00	871,508	0.00	871,508	0.00	0	0.00
SOS FEDERAL STIMULUS 2021	30,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	525,637	0.00	871,508	0.00	871,508	0.00	0	0.00
PROGRAM-SPECIFIC								
SEC OF STATE-FEDERAL FUNDS	2,490,551	0.00	3,253,492	0.00	3,253,492	0.00	0	0.00
SOS FEDERAL STIMULUS 2021	1,446,429	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	3,936,980	0.00	3,253,492	0.00	3,253,492	0.00	0	0.00
TOTAL	**4,462,617**	**0.00**	**4,125,000**	**0.00**	**4,125,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$4,462,617**	**0.00**	**$4,125,000**	**0.00**	**$4,125,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
TRAVEL, IN-STATE	2,680	0.00	12,000	0.00	12,000	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	10,759	0.00	38,000	0.00	38,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	45,000	0.00	45,000	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	510,285	0.00	724,299	0.00	724,299	0.00	0	0.00
M&R SERVICES	1,598	0.00	30,001	0.00	30,001	0.00	0	0.00
COMPUTER EQUIPMENT	315	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,000	0.00	1,000	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,201	0.00	1,201	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	20,000	0.00	20,000	0.00	0	0.00
TOTAL - EE	**525,637**	**0.00**	**871,508**	**0.00**	**871,508**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	3,936,980	0.00	3,253,491	0.00	3,253,491	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	**3,936,980**	**0.00**	**3,253,492**	**0.00**	**3,253,492**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$4,462,617**	**0.00**	**$4,125,000**	**0.00**	**$4,125,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$4,462,617**	**0.00**	**$4,125,000**	**0.00**	**$4,125,000**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.125
Program Name Federal Aid for Public Libraries	
Program is found in the following core budget(s): Federal Aid for Public Libraries	

1a. What strategic priority does this program address?

The purpose of the Library Services and Technology Act Fund (LSTA) is to promote literacy, education and lifelong learning and to enhance and expand the services and resources provided by libraries, including those services and resources relating to workforce development, 21st century skills and digital literacy skills.
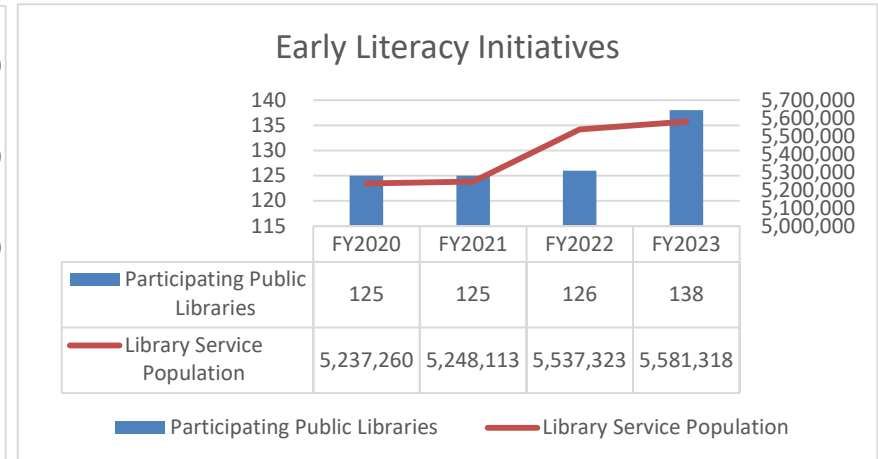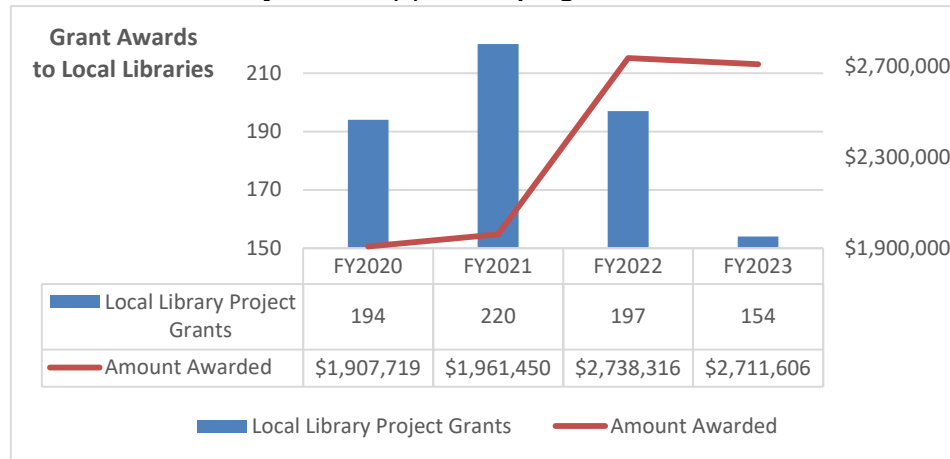
1b. What does this program do?

The Missouri State Library is the State Library Administrative Agency for LSTA funds awarded annually to Missouri. Based on needs identified by Missouri libraries and a formal evaluation of the 2018-2022 State Five Year Plan, approved by the Institute of Museum and Library Services (IMLS), the federal agency which administers the LSTA funds, the Missouri State Library developed a Five Year Plan for 2023-2027. As required, the Plan was reviewed and approved by IMLS.

To implement the 2023-2027 Five Year Plan, the Missouri State Library developed programs to:
1. Build and sustain information resources
2. Target library and information services
3. Strengthen the library workforce

2a. Provide an activity measure(s) for the program.

Grant Awards to Local Libraries

	FY2020	FY2021	FY2022	FY2023
Local Library Project Grants	194	220	197	154
Amount Awarded	$1,907,719	$1,961,450	$2,738,316	$2,711,606

Early Literacy Initiatives

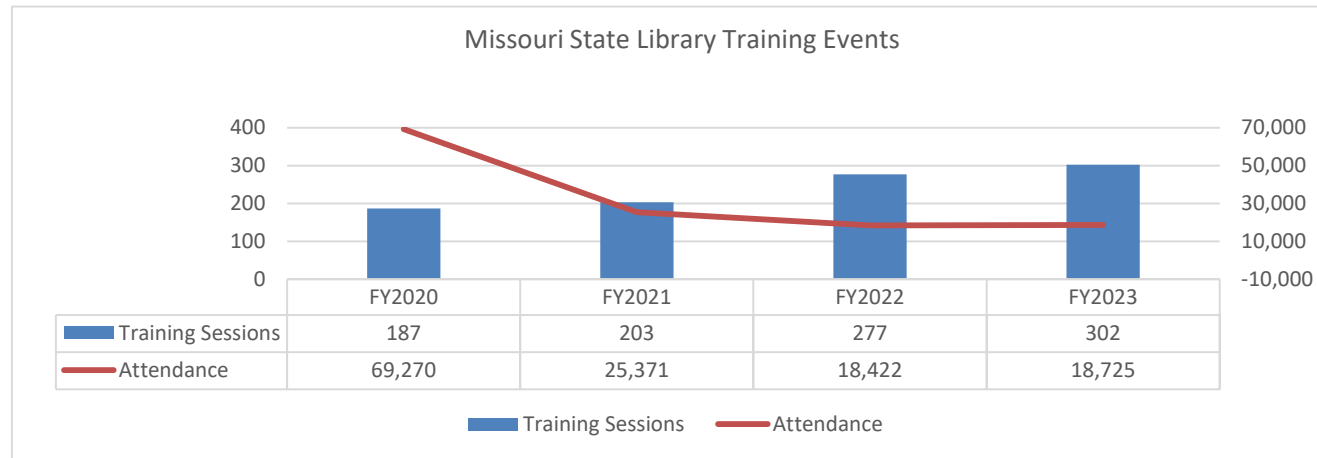|	FY2020	FY2021	FY2022	FY2023
Participating Public Libraries	125	125	126	138
Library Service Population	5,237,260	5,248,113	5,537,323	5,581,318

2b. Provide a measure(s) of the program's quality.

Library staff consistently give high ratings to training provided. Survey results from the annual continuing education survey show that CE training events are perceived by most participants as being an effective tool for increasing understanding of new library practices and procedures. Furthermore, most participants report sharing information with other staff and applying what they have learned to programming and services. Online training and webinars sponsored by the Missouri State Library have remained popular as many library professionals indicate that they prefer a virtual format post-pandemic.

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):** 12.125
Program Name   Federal Aid for Public Libraries
Program is found in the following core budget(s):   Federal Aid for Public Libraries

Missouri State Library Training Events

	FY2020	FY2021	FY2022	FY2023
Training Sessions	187	203	277	302
Attendance	69,270	25,371	18,422	18,725

Training Sessions   Attendance

2c.   Provide a measure(s) of the program's impact.

The Missouri State Library has continued to be responsive to libraries needs as the return to more normal post-pandemic operations. While LSTA grants still are focused heavily on early literacy/summer reading program and technology, some libraries have incorporated some of their COVID-related services to become "normal" library offerings, such as checking out of wifi hotspots and making self-checkout machines available. The Missouri State Library will continue to monitor trends and needs and offer grant opportunities to meet this needs, when possible.

2d.   Provide a measure(s) of the program's efficiency.

The independent evaluator of Missouri's LSTA 5 year Plan stated: "In the opinion of the evaluators, the Missouri State Library has, using the measure of leveraging a small amount of money to accomplish major results by strategically deploying funds, accomplished a great deal by very methodically and effectively carrying out the specific goals contained in its five-year LSTA Plan for 2018-2022. In the evaluators' considerable experience, few, if any, states have been as diligent in the implementation of their five-year plans. Furthermore, having worked with several dozen states on LSTA evaluations over the course of more than a decade, in our opinion, Missouri is exemplary in its management of a large and complex sub-grant program. The Missouri State Library has done what it said it would do in its five-year Plan and the state library agency's tracking of the outcome targets contained in the Plan is second to none."
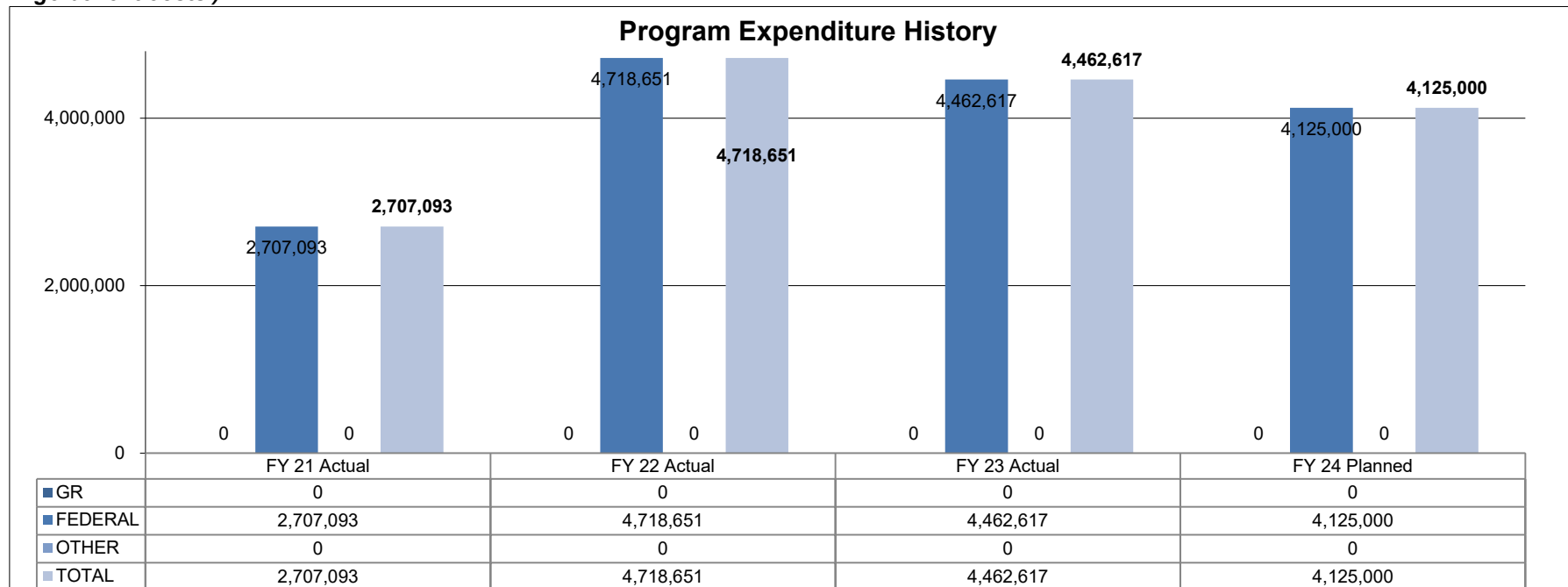
PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.125
Program Name Federal Aid for Public Libraries	
Program is found in the following core budget(s): Federal Aid for Public Libraries	

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	0	0
FEDERAL	2,707,093	4,718,651	4,462,617	4,125,000
OTHER	0	0	0	0
TOTAL	2,707,093	4,718,651	4,462,617	4,125,000

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Library Services and Technology Act; Public Law 104-208 as amended.

6. Are there federal matching requirements? If yes, please explain.

Yes, states must provide a 34% match in general revenue funding. States are also required to maintain their level of effort of expenditures for libraries purposes, as calculated over a 3-year average.

7. Is this a federally mandated program? If yes, please explain.

All states receive funds under The Museum and Library Services Act of 2010. Funds are calculated by formula under the law and awarded to the states through the IMLS Grants to States Program.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23728C
Division	Library Services			
Core	Library Networking Fund Transfer		HB Section	12.135

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					**FY 2025 Governor's Recommendation**			
	GR	**Federal**	**Other**	**Total**		**GR**	**Federal**	**Other**	**Total**
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	3,250,000	0	0	3,250,000	TRF	0	0	0	0
Total	**3,250,000**	**0**	**0**	**3,250,000**	**Total**	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0	*Est. Fringe*	0	0	0	0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:

Other Funds:

2. CORE DESCRIPTION

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for acquisition of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

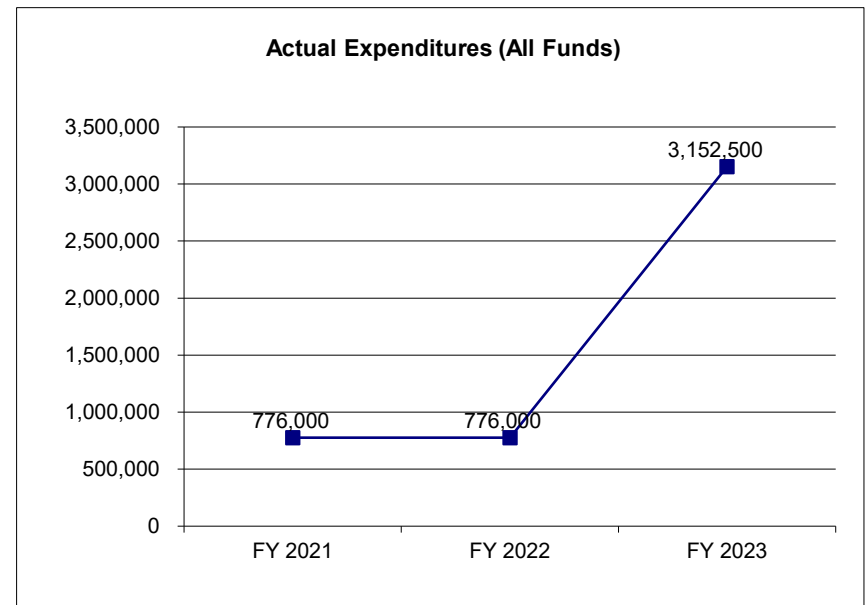## 3. PROGRAM LISTING (list programs included in this core funding)

Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23728C
Division	Library Services		
Core	Library Networking Fund Transfer	HB Section	12.135

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	800,000	800,000	3,250,000	3,250,000
Less Reverted (All Funds)	(24,000)	(24,000)	(97,500)	(97,500)
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	776,000	776,000	3,152,500	3,152,500
Actual Expenditures (All Funds)	776,000	776,000	3,152,500	0
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	0	0	0	N/A

Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

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STATE
LIBRARY NETWORKING-TRANSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	3,250,000	0	0	3,250,000	
	Total	**0.00**	**3,250,000**	**0**	**0**	**3,250,000**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	3,250,000	0	0	3,250,000	
	Total	**0.00**	**3,250,000**	**0**	**0**	**3,250,000**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	3,250,000	0	0	3,250,000	
	Total	**0.00**	**3,250,000**	**0**	**0**	**3,250,000**	

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
LIBRARY NETWORKING-TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	3,152,500	0.00	3,250,000	0.00	3,250,000	0.00	0	0.00
TOTAL - TRF	3,152,500	0.00	3,250,000	0.00	3,250,000	0.00	0	0.00
TOTAL	**3,152,500**	**0.00**	**3,250,000**	**0.00**	**3,250,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,152,500**	**0.00**	**$3,250,000**	**0.00**	**$3,250,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
LIBRARY NETWORKING-TRANSFER								
CORE								
TRANSFERS OUT	3,152,500	0.00	3,250,000	0.00	3,250,000	0.00	0	0.00
TOTAL - TRF	**3,152,500**	**0.00**	**3,250,000**	**0.00**	**3,250,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,152,500**	**0.00**	**$3,250,000**	**0.00**	**$3,250,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$3,152,500**	**0.00**	**$3,250,000**	**0.00**	**$3,250,000**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department	Secretary of State
Program Name	Library Networking Fund Transfer

HB Section(s): 12.135

Program is found in the following core budget(s): Library Networking Fund Transfer

1a. What strategic priority does this program address?

This program provides funds to Missouri public libraries and is to be used to purchase materials for the library collections. The materials purchased can be for adult, teens and children and can be in print, audio, visual or electronic format.

1b. What does this program do?

State statute (143.183 RSMo) requires the transfer of ten percent of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials, adding to the funding used to meet Missourians' need for accurate and reliable information from libraries. In addition to this transfer, monies received from gifts, contributions, grants or bequests from federal, private or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

2a. Provide an activity measure(s) for the program.

Libraries Served:

	2022
Eligible library districts	160
Population	5,627,557

2b. Provide a measure(s) of the program's quality.

Individual libraries survey their users on satisfaction with services provided.

2c. Provide a measure(s) of the program's impact.

Materials circulated:

	2022
Total materials circulated, per statistical report	45,993,831
Materials circulated per library card holder	14.1 items

PROGRAM DESCRIPTION

Department Secretary of State	**HB Section(s):** 12.135

Program Name   Library Networking Fund Transfer

Program is found in the following core budget(s):   Library Networking Fund Transfer
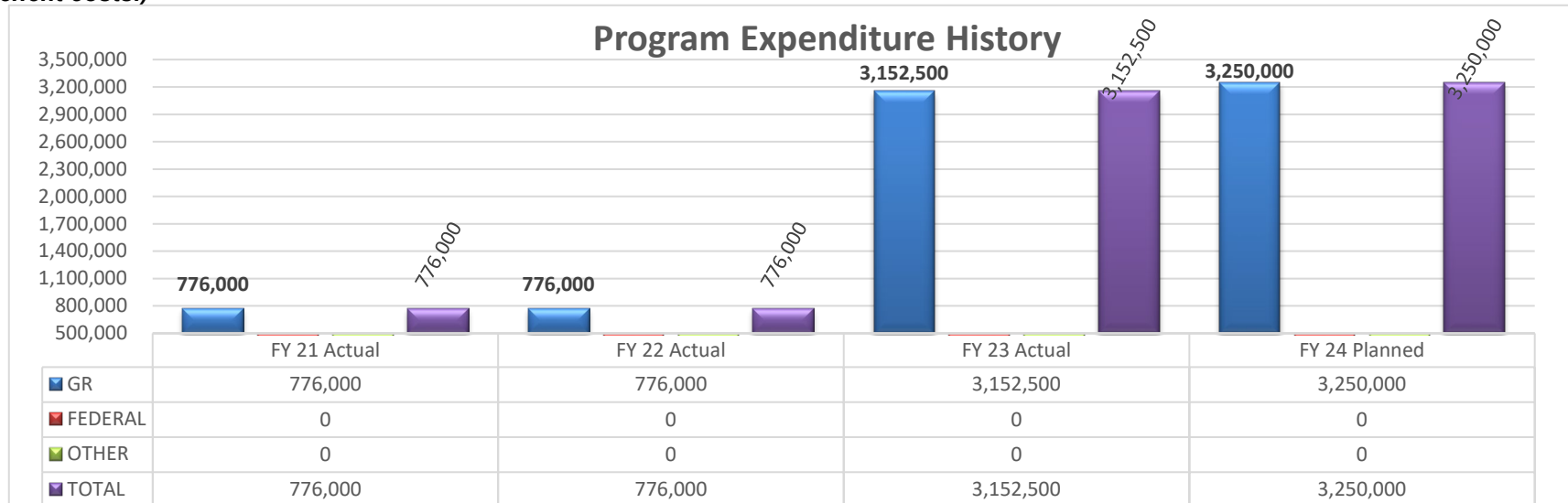
2d. Provide a measure(s) of the program's efficiency.

Research studies show that children and teens who read over the summer months suffer less learning loss. These funds allow libraries to boost the availability of appealing reading materials for youth.

Electronic books (eBooks) have helped libraries increase their circulation totals. Increasing the number of e-titles a library has helps it serve their entire community and reach new library users.

Students and adults find accurate, reliable information in their local libraries. Information in rapidly changing fields such as health and consumer information is accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	776,000	776,000	3,152,500	3,250,000
FEDERAL	0	0	0	0
OTHER	0	0	0	0
TOTAL	776,000	776,000	3,152,500	3,250,000

4. What are the sources of the "Other " funds?

N/A.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Sections 143.182 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 181.021 RSMo (State Library).

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23727C
Division	Library Services			
Core	Library Networking Fund		HB Section	12.130

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	25,001	25,001	EE	0	0	0	0
PSD	0	0	3,324,999	3,324,999	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**0**	**3,350,000**	**3,350,000**	**Total**	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	*0*	*0*	*0*	*0*	*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds: Library Networking Fund (0822)

Other Funds: Library Networking Fund (0822)

2. CORE DESCRIPTION

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for the acquisition of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

### 3. PROGRAM LISTING (list programs included in this core funding)

Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23727C
Division	Library Services		
Core	Library Networking Fund	HB Section	12.130

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	1,110,000	1,110,000	3,350,000	3,350,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	1,110,000	1,110,000	3,350,000	3,350,000
Actual Expenditures (All Funds)	776,851	776,453	3,158,804	0
Unexpended (All Funds)	333,149	333,547	191,196	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	333,149	333,547	191,196	N/A
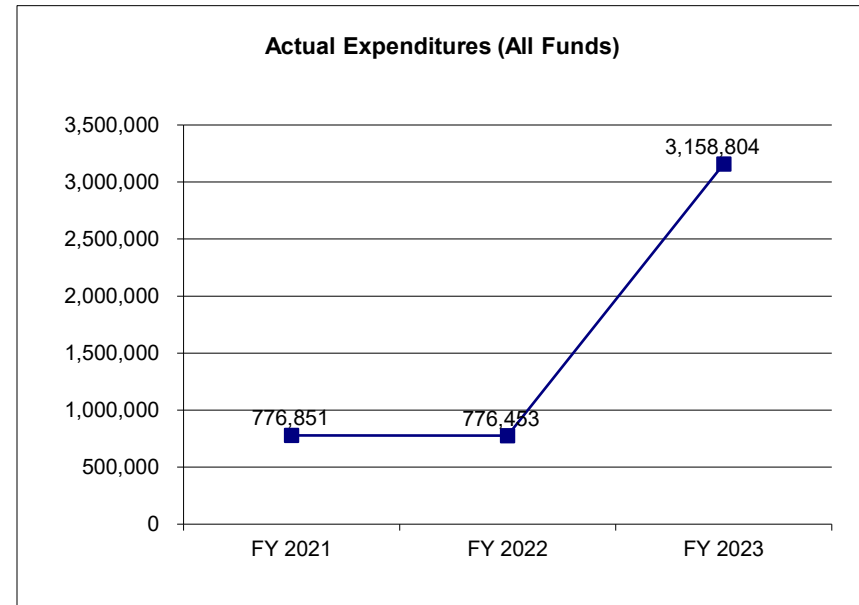
Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:
   New Decision Item Requests are completed each fiscal year for 10% of estimated A & E tax collections, for both the Library Networking Fund and the Transfer into the Library Networking Fund. Payments are made to assist public libraries to the extent of the appropriated amount and accrued interest.

STATE
LIBRARY NETWORKING FUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	3,324,999	3,324,999	
	Total	**0.00**	**0**	**0**	**3,350,000**	**3,350,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	3,324,999	3,324,999	
	Total	**0.00**	**0**	**0**	**3,350,000**	**3,350,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	3,324,999	3,324,999	
	Total	**0.00**	**0**	**0**	**3,350,000**	**3,350,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
LIBRARY NETWORKING FUND								
CORE								
EXPENSE & EQUIPMENT								
LIBRARY NETWORKING FUND	0	0.00	25,001	0.00	25,001	0.00	0	0.00
TOTAL - EE	0	0.00	25,001	0.00	25,001	0.00	0	0.00
PROGRAM-SPECIFIC								
LIBRARY NETWORKING FUND	3,158,804	0.00	3,324,999	0.00	3,324,999	0.00	0	0.00
TOTAL - PD	3,158,804	0.00	3,324,999	0.00	3,324,999	0.00	0	0.00
TOTAL	**3,158,804**	**0.00**	**3,350,000**	**0.00**	**3,350,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,158,804**	**0.00**	**$3,350,000**	**0.00**	**$3,350,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
LIBRARY NETWORKING FUND								
CORE								
TRAVEL, IN-STATE	0	0.00	1,500	0.00	1,500	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1,500	0.00	1,500	0.00	0	0.00
SUPPLIES	0	0.00	1,501	0.00	1,501	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1,500	0.00	1,500	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
M&R SERVICES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1,500	0.00	1,500	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	5,500	0.00	5,500	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**25,001**	**0.00**	**25,001**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	3,158,804	0.00	3,324,999	0.00	3,324,999	0.00	0	0.00
TOTAL - PD	**3,158,804**	**0.00**	**3,324,999**	**0.00**	**3,324,999**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,158,804**	**0.00**	**$3,350,000**	**0.00**	**$3,350,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$3,158,804**	**0.00**	**$3,350,000**	**0.00**	**$3,350,000**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department   Secretary of State   **HB Section(s):**   12.130
Program Name   Library Networking Fund
Program is found in the following core budget(s):   Library Networking Fund

1a. What strategic priority does this program address?

This program provides funds to Missouri public libraries for materials in any format to meet citizens' needs.

1b. What does this program do?

In fields where information changes rapidly, such as health, sciences, business, and consumer information, new items must be purchased regularly to avoid incorrect and sometimes harmful information. Families need interesting, well-written, attractive materials to develop children's interest in reading and learning, whether or not they can afford to purchase them. Reading aloud to young children has been found to be a major factor in school readiness and later reading achievement. Students and adults find accurate, reliable information at their local libraries. Information in rapidly changing fields such as health and consumer information is accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens. In accordance with 143.183 RSMo, ten percent of the annual estimate of taxes generated from the nonresident entertainer and professional athlete income tax is to be allocated and transferred to the Library Networking Fund for distribution to public libraries. In addition, gifts, contributions, grants and bequests from federal, private, or other sources may also be deposited to the Library Networking Fund and used according to the purpose of the gift or grant. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

2a. Provide an activity measure(s) for the program.

Libraries Served:

	2020	2021	2022
Eligible library districts, per FY	160	159	160
Population of library districts	5,457,118	5,624,642	5,627,557

2b. Provide a measure(s) of the program's quality.

Libraries track circulation (checkout) statistics year of both their print and digital content.

2c. Provide a measure(s) of the program's impact.

Materials Circulated:

	2020	2021	2022
Total materials circulated, per statistical report	49,445,167	39,986,878*	45,993,831*
Materials circulated per person	9.05	7.1	8.17

*pandemic- impacted

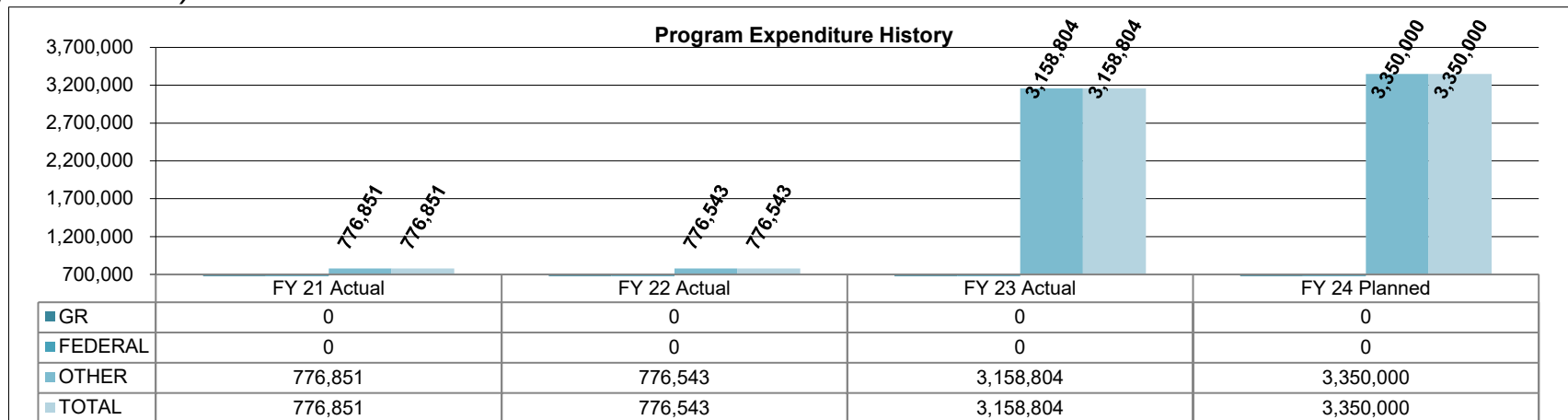# PROGRAM DESCRIPTION

Department   Secretary of State
Program Name   Library Networking Fund
Program is found in the following core budget(s):   Library Networking Fund

HB Section(s):   12.130

2d.   Provide a measure(s) of the program's efficiency.

Despite the impacts of the pandemic, libraries are starting to see circulation number close to pre-pandemic years.

3.   Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	0	0
FEDERAL	0	0	0	0
OTHER	776,851	776,543	3,158,804	3,350,000
TOTAL	776,851	776,543	3,158,804	3,350,000

4.   What are the sources of the "Other " funds?

Library Networking Fund (0822).

5.   What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 182.021 RSMo (State Library).

6.   Are there federal matching requirements? If yes, please explain.

No.

7.   Is this a federally mandated program? If yes, please explain.

No.

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23147C
Division	Administrative Services		
Core	Blue Book Printing	**HB Section**	12.140

1. CORE FINANCIAL SUMMARY

	FY 2025 Budget Request					FY 2025 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	50,000	50,000	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**0**	**50,000**	**50,000**	**Total**	**0**	**0**	**0**	**0**
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	*0*	*0*	*0*	*0*		*Est. Fringe*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Blue Book Printing Fund (0471)

Other Funds: Blue Book Printing Fund (0471)

2. CORE DESCRIPTION

HB2012 of the 99th General Assembly included a section that created a Blue Book Printing Fund to be used for the publication of the Official Manual. A one-time transfer from General Revenue in the amount of $50,000 was appropriated to assist in funding the printing of the Blue Book to be sold at cost. The proceeds from the sales of these books are to be put back into the fund to pay for future printings of the Blue Book.

3. PROGRAM LISTING (list programs included in this core funding)

Blue Book Printing

CORE DECISION ITEM

Department	Secretary of State		Budget Unit	23147C
Division	Administrative Services			
Core	Blue Book Printing		HB Section	12.140

4. FINANCIAL HISTORY

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Current Yr.
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	50,000	50,000	50,000	50,000
Actual Expenditures (All Funds)	28	20,323	47	0
Unexpended (All Funds)	49,972	29,677	49,953	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	0
Federal	0	0	0	N/A
Other	49,972	29,677	49,953	N/A

Actual Expenditures (All Funds)

*Current Year restricted amount is as of _____.

Reverted includes the statutory three percent reserve amount (when applicable).
Restricted includes any Governor's expenditure restrictions which remained at the end of the fiscal year (when applicable).

NOTES:
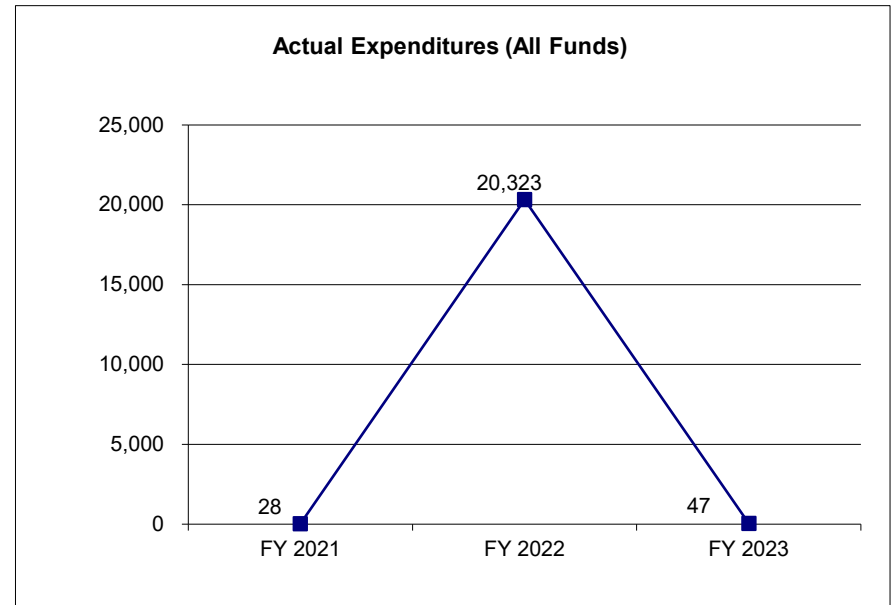
STATE
BLUE BOOK

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	50,000	50,000	
	Total	**0.00**	**0**	**0**	**50,000**	**50,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	50,000	50,000	
	Total	**0.00**	**0**	**0**	**50,000**	**50,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	50,000	50,000	
	Total	**0.00**	**0**	**0**	**50,000**	**50,000**	

Budget Unit Decision Item Budget Object Summary Fund	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
BLUE BOOK								
CORE								
EXPENSE & EQUIPMENT								
BLUE BOOK PRINTING	47	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL - EE	47	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL	**47**	**0.00**	**50,000**	**0.00**	**50,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$47**	**0.00**	**$50,000**	**0.00**	**$50,000**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2023 ACTUAL DOLLAR	FY 2023 ACTUAL FTE	FY 2024 BUDGET DOLLAR	FY 2024 BUDGET FTE	FY 2025 DEPT REQ DOLLAR	FY 2025 DEPT REQ FTE	************* SECURED COLUMN	************* SECURED COLUMN
BLUE BOOK								
CORE								
PROFESSIONAL SERVICES	47	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL - EE	**47**	**0.00**	**50,000**	**0.00**	**50,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$47**	**0.00**	**$50,000**	**0.00**	**$50,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	$0	0.00	$0	0.00	$0	0.00		0.00
FEDERAL FUNDS	$0	0.00	$0	0.00	$0	0.00		0.00
OTHER FUNDS	$47	0.00	$50,000	0.00	$50,000	0.00		0.00

PROGRAM DESCRIPTION

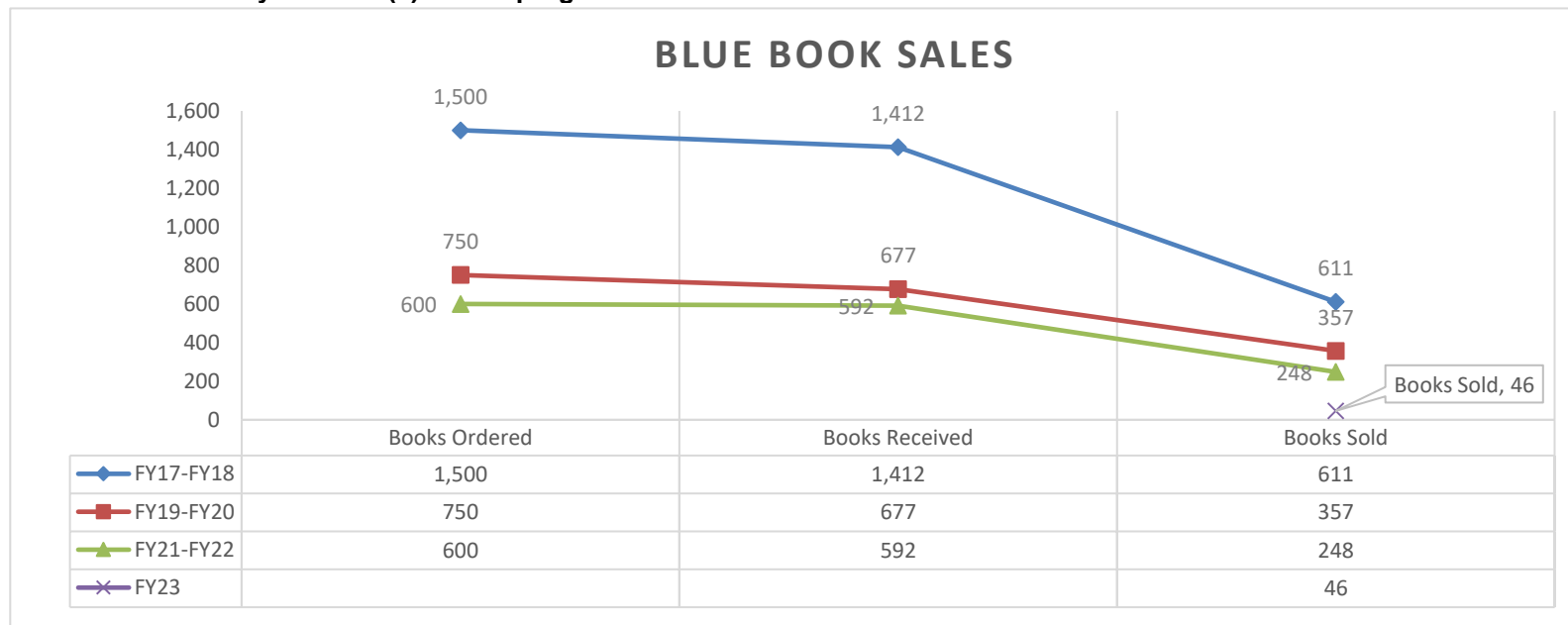|	
Department Secretary of State	**HB Section(s):** 12.140
Program Name Blue Book Printing	
Program is found in the following core budget(s): Blue Book Printing	

1a. What strategic priority does this program address?

Historical and current information on U.S. Officials, elected officials, state departments, judges, county and municipal information & election results.

1b. What does this program do?

HB 2012 of the 99th General Assembly included a section that created a Blue Book Printing Fund to be used for the publication of the Official Manual. A one-time transfer from General Revenue was also appropriated to assist in funding of the Blue Book which is to be sold at cost. The proceeds from the sales of these books are to be put back into the fund to pay for future printings of the Blue Book.

2a. Provide an activity measure(s) for the program.

BLUE BOOK SALES

	Books Ordered	Books Received	Books Sold
FY17-FY18	1,500	1,412	611
FY19-FY20	750	677	357
FY21-FY22	600	592	248
FY23			46

2b. Provide a measure(s) of the program's quality.

The Official Manual is a historically significant publication that is vital to researchers and historians. Every effort is made to ensure information included in the Manual is accurate, correct and current on both the published hard bound copy and on the SOS home page.

2c. Provide a measure(s) of the program's impact.

The Official Manual provides citizens of Missouri the information needed for historical and research purposes.

PROGRAM DESCRIPTION

Department	Secretary of State
Program Name	Blue Book Printing
Program is found in the following core budget(s):	Blue Book Printing

HB Section(s): 12.140

2d. Provide a measure(s) of the program's efficiency.

The Official Manual is approximately a 1,500-page book + or -, and its production is accomplished using three staff members. Information for the Official Manual is obtained by request from each elected official, state department, judge, local county government and political party for inclusion. The book is formatted, edited, proofread, and compiled by three staff members.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

PROGRAM EXPENDITURE HISTORY

	FY 21 Actual	FY 22 Actual	FY 23 Actual	FY 24 Planned
GR	0	0	0	0
FEDERAL	0	0	0	0
OTHER	28	20,323	47	50,000
TOTAL	28	20,323	47	50,000
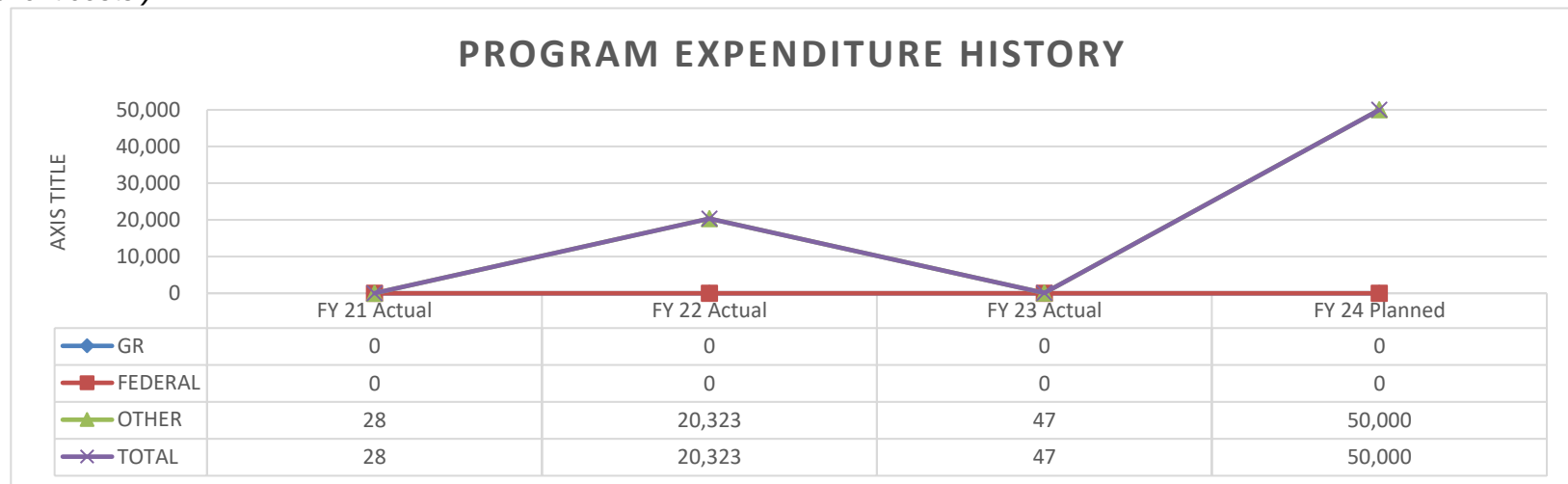
4. What are the sources of the "Other " funds?

Blue Book Printing Fund (0471).

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

House Bill 2012 of the 99th General Assembly.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.